

**Hinshaw Memorial Shelter-City of Richland**  
**Rental Agreement**

**Date Reserved:** \_\_\_\_\_

**Rental Fee:**

- For use of the kitchen & bathrooms: \$50.00
- For use of the bathrooms only: \$25.00

**Cleaning & Damage/Security Deposit:** \$100.00

➤ *\$100.00 will be refunded upon inspection of the satisfactory cleaning of the kitchen & bathrooms.*

The expectation is that you will make a reasonable effort to clean the facility so that it may be utilized again without additional cleaning of the kitchen & bathrooms required.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone number

\_\_\_\_\_  
Organization (if Applicable)

\_\_\_\_\_  
email (optional)

\_\_\_\_\_  
Date

\$\_\_\_\_\_ Collected:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Date

\$100.00 Refunded

\_\_\_\_\_  
Date