

Melvindale Community Event Center
4300 S. Dearborn, Melvindale, MI 48122
(313) 914-2178

RENTAL AGREEMENT AND RELEASE

The City of Melvindale (“Operator”) hereby rents its facility to _____ (the “Renter”) on today’s date, _____ 20____ according to the following terms:

Name of Renting Person or Organization: _____

Contact Name: _____

Contact Address: _____

City: _____ State: _____ Zip: _____

Daytime Phone: _____ Evening Phone: _____

Additional Contact: _____

Address: _____

City: _____ State: _____ Zip: _____

Daytime Phone: _____ Evening Phone: _____

EVENT INFORMATION

Hall must be Vacated by 12:30 am

Date of Event: _____ Time: _____

Type of Event: _____

Setup Time: _____

Estimated Number of Guests: _____

- Space Requested:** Full Hall (capacity 180)
Large Hall (capacity 120)
Small Hall (capacity 60)