

**Wilmore Parks & Recreation  
335 East Main Street  
Wilmore, Kentucky 40390  
(859) 858-4411 / Fax (859) 858-3595**

**RICE HOUSE Usage Contract**

It is agreed that the Rice House will be used by \_\_\_\_\_  
*Person/Organization*  
for \_\_\_\_\_ on \_\_\_\_\_  
*Type of Activity* *Date*  
from \_\_\_\_\_ until \_\_\_\_\_. There will be approximately \_\_\_\_\_  
*Begin Time* *End Time* *# Expected*  
individuals attending this event.

**A non-refundable user fee of \$50.00 is required to reserve the facility for (4) hours, which will be used to cover the cost of maintenance and upkeep of the facility. A \$50.00 deposit is also required and will be returned upon inspection of the property. These fees must be paid when the reservation is made.**

**You must agree to the following conditions:**

- .. All trash should be placed in the waste containers outside the back door of the Rice House (users must furnish their own trash bags).
- .. Facility should be left clean, including floors, bathroom and kitchen (users must furnish their own cleaning supplies).
- .. You may use the Front Gathering Room, Kitchen, and Restroom. (No other rooms may be used.) Do not remove any items from the walls or move any furniture from the historical rooms.
- .. Do not leave any food or drinks in the refrigerator.
- .. Turn off all lights.
- .. Turn down heating or air conditioning.
- .. All doors are to be closed and securely locked.
- .. Any problems should be reported to Wilmore City Hall.

**The undersigned further certifies and binds themselves and the group using the facility to be personally responsible for any damage or injury that may occur while using the facility.**

Phone number: \_\_\_\_\_ cell phone number: \_\_\_\_\_

Signature of User: \_\_\_\_\_ Date: \_\_\_\_\_

Mailing address of User: \_\_\_\_\_

Signature of Clerk: \_\_\_\_\_ Amt. paid: \_\_\_\_\_

Date deposit returned: \_\_\_\_\_ Amount returned: \_\_\_\_\_ Check #: \_\_\_\_\_