



Revised March 2021

Lakeside Cabin Rental Application and Agreement

300 North Lakeside Drive, McPherson, Kansas 67460

Rental Rates & Deposits

City Residents

Defined as residents who live within McPherson city limits.

4 Hour Minimum Rental

Rental Fee\$75.00
Nonprofit*\$50.00

Day Rental

Rental Fee..... \$125.00
Nonprofit* \$75.00

Non-City Residents

Defined as residents who do not live within McPherson city limits.

4 Hour Minimum Rental

Rental Fee\$125.00
Nonprofit*\$75.00

Day Rental

Rental Fee..... \$175.00
Nonprofit* \$125.00

**Please provide government documentation of your nonprofit status.*

Key Deposit

- A \$50.00 deposit will be required for all renters.
- Keys must be returned by 4:00 pm following business day unless prior arrangements are made. Failure to do so will result in forfeiture of the key deposit.
- Due to the popularity of the cabin, renters are advised that other keys will be checked out for the time you are scheduled to use the cabin. Please be considerate of your time scheduled so all renters can enjoy their scheduled time.

Cleaning Deposit

A \$50.00 cleaning deposit may be required upon request. The City may make additional charges when there is excessive clean-up needed.

Cabin Amenities & Restrictions

Amenities

- Approximately 15 eight-foot tables and approximately 80 chairs.
- Kitchen quipped with refrigerator and stove.
- Cabin is heated & air conditioned.
- Coffee pots & dishes are **NOT** available.



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Restrictions

- Smoking & alcoholic beverages are not allowed on premises.
- No animals are permitted, except those used for service.
- No garage sales, public auctions, pop up businesses, or other commercial enterprises.
- The cabin is primarily used for family and social gatherings. Other use may be authorized on an individual basis.
- Hold dates or rain dates are not allowed due to numerous requests for the building.
- The fireplace is off limits to all renters.
- All rental rules subject to immediate change by the City Commission.

Responsibilities

Renters

- Renter is responsible for their possessions. The City will not be responsible for any losses of or damage to personal property.
- Undersigned agrees to be liable for any physical damage to the facility more than normal wear and tear. The amount of damages shall equal the sum necessary to return the property to its condition prior to the rental term. Any City labor utilized shall be billed at reasonable rates.
- Undersigned shall be responsible for all guests, invitees, and other permitted parties.

City

- The City's liability for injury or damage sustained by anyone using or occupying the building while rented is limited as provided in the Kansas Tort Claims Act as amended to date, and other applicable Kansas Statutes.

Contact Information

City of McPherson Park Department

607 West First Street, McPherson, KS 67460

Phone: (620) 245-2565

After Hours: (620) 245-2400

Arrangements to meet with a custodian concerning various details may be made by calling the City offices at (620) 245-2535.

**COVID-19 protocols may limit rentals according to local health and safety standards.



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Those renting or granted permission to use the building are responsible for the enforcement of the rules and regulations governing the use of the building and for all the actions of their guests, invitees or other permitted parties. This Application does not constitute a right to use the cabin until it has been reviewed and accepted by the City and you have been notified in writing or by email.

Event Date: _____

Time In: _____

Time Out: _____

Type of Event: _____

Number Attending: _____

Renters allowed into the facility 15 minutes before and after times requested.

Name or Organization: _____

Address: _____
Street City State ZIP

Phone: _____

Email: _____

Rent Paid: \$ _____

Receipt # _____

Rental Form Returned To
City of McPherson Municipal Center
400 East Kansas Ave, McPherson, KS 67460
Phone: (620) 245-2535

Park Department Contact Information
607 West First Street, McPherson, KS 67460
Phone: (620) 245-2565
After Hours: (620) 245-2400

I have read the Lakeside Cabin Rental Agreement and agree on behalf of myself and/or the organization I represent to the term of rental occupancy.

Printed Name: _____

Signature: _____

Date: _____