



## Farmers Market Rental Inspection Checklist

The damage deposit will be returned within 30 days after the rental period, providing that the post-event cleanup has been completed in accordance with the checklist below and there has been no loss or damages to the premises.

All or a portion of the damage deposit will be forfeited for any loss or damage to the premises, or in the event the facility clean-up has not been completed in accordance with policy.

**Expectations for site clean-up are listed below:**

### **Post-Event Checklist:**

- All trash cans emptied and placed in Dumpster
- New trash bag(s) put in trash can(s)
- All decorations removed, including adhesives
- Tables replaced to original location (if moved)
- Tables and chairs cleaned/wiped down
- Walkways & stall floors swept and free of debris
- No permanent markings left on the premises

### **Restroom areas including hallways (if part of rental):**

- Floors swept and cleaned of all debris
- Trash emptied into the dumpster & trash bag(s) replaced
- Sink areas wiped down and any debris removed
- Spills and accidents cleaned up
- Toilets flushed and free of debris

### ***To be signed by Renter at time of application:***

I acknowledge and agree to abide by all of the Farmers Market Rental Rules and Regulations. I understand that violation of any of the terms, and/or failure to complete any and all items on the Post-Event Checklist may result in forfeiture of all or a portion of the damage deposit.

Renter Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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Checklist items above have been completed and approved:

Market Staff

Signature: \_\_\_\_\_ Date: \_\_\_\_\_