

**Trinity Vision Community Development  
Corporation Incorporated**  
P.O. Box 1472, Ruston LA 71273  
(318) 255-4525

**Conference Room Lease Agreement**

Trinity Vision Community Development Corporation Incorporated (hereinafter referred to as Lessor), by this agreement leases to \_\_\_\_\_ (hereinafter referred to as Lessee), the portion of the facility commonly referred to as the conference room, on \_\_\_\_\_, 200\_\_, between the hours of \_\_\_\_\_ through \_\_\_\_\_. As consideration for holding the date, Lessee will make a booking deposit of \$50. Lessee will pay the remaining \$50 (\$100 total) no later than 14 days prior to the event. All payments may be made by cash, money order, cashier's check, or local checks. This agreement is subject to the following terms and conditions:

1. Lessor agrees to make the premises available to Lessee on the above date, at during the stated times, provided that Lessee has complied with all payment obligations, herein, prior to the date of the event.
2. Lessee agrees to fully disclose in writing the nature and purpose of use of the premises to the Lessor at the time of making deposit. (See Exhibit A)
3. Lessor agrees to furnish chairs, tables, and a podium for the benefit of Lessee's use. Any other appurtenances must be furnished by the Lessee, unless otherwise agreed upon.
4. Lessee agrees that no alcohol or tobacco will be used on the premises.
5. Gambling is expressly prohibited by this agreement.
6. Lessee has examined and knows the condition of the premises and all appliances, fixtures and appurtenances thereto, and has received them in good order and accept them in good condition. Lessee will replace any fixtures or other appurtenances that may be broken, damaged, or lost, or that may be missing from the premises at the end of the event; and in case of failure to replace them, Lessee will repay Lessor, on demand, the replacement cost.