



LNNLRCD RENTAL AGREEMENT – Category 4, Attachment 1
Revision Date 01/26/2016

1. An hourly rental rate offer or annual contribution offer may be presented to the RCD board. The offer must be on letterhead of the interested organization, signed by an officer. The letter must also indicate that their board passed a motion on the offer showing that it has been made by the majority of that board.

2. A flat rental fee for \$100 per rental for organizational meetings and events - organizational boards may also present a letter stating that they agree to these terms.

3. The letter (per item 1 or 2 above) must be delivered to the RCD office at least 5 days prior to the next scheduled RCD meeting. The board will review said offer in an open or closed session and vote in an open session meeting to accept, refuse, or counter the offer.

4. The term of the agreement offer would be for one year.