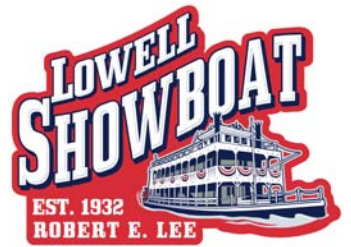


**CITY OF LOWELL
SHOWBOAT RENTAL POLICY**



Calendar and Booking

The Lowell Area Chamber of Commerce (the "Chamber") shall keep the calendar for the Showboat and be responsible for booking events at the Showboat. In connection therewith the Chamber will show the Showboat to prospective lessees, obtain signed lease agreements, collect rental payments and deposits and forward to the City Treasurer, review with lessees the instructions and requirements for use of the Showboat and inspect the Showboat one business day after use and report the results of inspection to the City.

Rental Fees and Deposits

The following rental fees and deposits shall apply to the use of the Showboat:

<u>User</u>	<u>Fee</u>	<u>Deposit</u>
Private individuals and businesses	\$25	\$50
Non-profit organizations	\$15	\$30
Chamber members	\$15	\$30
Chamber	No fee	No deposit

All fees and deposits shall be collected by the Chamber and forwarded to the City Treasurer. The City shall retain the rental fees and return deposits to lessees within two weeks after receiving notice of a satisfactory post event inspection by the Chamber.

Large events such as wedding receptions and birthday and anniversary parties should be booked through caterers or restaurants that are able to cater such events and who would book and pay the applicable fee and deposit.

Requirements of Lessee

In connection with the lease of the Showboat, the lessee shall be responsible for:

1. Preparing the Showboat for event including general cleaning, cobweb removal and sweeping;
2. Furnishing all amenities including table, chairs, bathroom facilities, etc..
3. Returning the Showboat to its condition before use including general cleaning, tearing down and removing of tables and chairs, bagging and removal of garbage and trash, and securing and locking the Showboat;
4. Returning keys to lock box at Chamber building.