

**Rental Agreement**  
**For the Common Space at**  
**105 S. Franklin Street**  
**Titusville, PA 16354**



Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Rental Date(s) \_\_\_\_\_

Rental Time: \_\_\_\_\_ Earliest Arrival Time: \_\_\_\_\_

Reason for Rental: \_\_\_\_\_ Attendance: \_\_\_\_\_ (Maximum is 40 people)

**RATES\***

- ❖ RENTAL: \$150.00 which includes a \$50 refundable deposit in case of damages.

**HOURS AVAILABE\***

- ❖ Monday – Wednesday: 5 PM – 8 PM
- ❖ Saturday – Sunday: 3PM – 8 PM

**DETAILS\***

- ❖ Renter is responsible for their own party supplies such as: decorations, plates, napkins, etc.
- ❖ Renter is responsible to clean up after the party. Please don't leave garbage or food in the common space. There is a dumpster available to dispose of your trash.
- ❖ The Merc will provide trash cans and cleaning supplies.
- ❖ Please do not move any existing Merc decorations or touch things outside of the stores.
- ❖ If renter is interested in having Coffee Days Co. or Pierogi Party cater, please contact them directly.

**Reservations can be made through:**

Kristen Kerr – [kkerr@titusvillecda.org](mailto:kkerr@titusvillecda.org) or call the office during business hours (814) 827-3668

*Room rental is not complete until all parties sign below:*

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

Merc Representative: \_\_\_\_\_ Date: \_\_\_\_\_

*Mailing Address:*

TCDA  
110 W. Spring Street, Ste 200  
Titusville, PA 16354

*Please make checks payable to: TCDS  
Memo Line: "Merc Rental"*