



(Township Use)
_____: Date Rec'd
_____: Date Apprv'd
_____: Ck# -Rent
_____: Ck# -Deposit
_____: Date Deposit
Returned
_____: Initials

**Community Pavilion Building Use
CONTRACT**

Name: _____

Address: _____

Email: _____

Phone: _____

Date Requested: _____ **Start Time:** _____ **End Time:** _____

Approximate Number of Attendees: _____

I, the undersigned ("Renter"), agree to use the facility in accordance with, and be bound by, the Rules and Regulations attached hereto.

I further agree to indemnify and hold harmless the Hartford Park Committee and Hartford Board of Trustees and their employees and/or agents from any liability arising from my use of the facility, my conduct or negligence, or the conduct or negligence of any of my guests. I agree that in no event shall any party hereto be liable to another, or to any third party, for loss of use, cost of procurement of a substitute venue or services, interruption of business or any indirect, special, punitive, exemplary, or consequential damages of any kind arising out of or relating to this agreement, however incurred, whether such liability is asserted on the basis of contract, tort (including negligence or strict liability), or otherwise, even if such party is advised of the possibility of such damages.

Agreed.

Date: _____

Signature of Renter

Complete the form, return via USPS with checks enclosed to:

Pavilion Rental
Hartford Township
PO Box 116
Hartford, OH 44424



Community Pavilion Building Use RULES AND REGULATIONS

- The community pavilion is available for rent to HARTFORD TOWNSHIP RESIDENTS and NON-RESIDENTS. Renter must be onsite during the rental period.
- Rental requests are accepted no more than six months prior to requested date. A renter may terminate this Agreement at any time at least five (5) days prior to the event for a full refund. Requests are filled on a first-come-first-serve basis.
- Use of pavilion is from sun-up to sun-down.
- Absolutely NO alcoholic beverages are permitted on the grounds.
- Absolutely NO smoking is permitted inside the pavilion.
- Decorations shall not be fastened to the pavilion posts, roof rafters, or any other sign or post on park grounds with metal fasteners (nails, screws, staples, tacks, etc.) Only Command™ Products or non-marking tape is allowed and must be removed at the conclusion of the function.
- The area (inside and out) MUST be cleaned before leaving; floor swept, all trash removed, tables returned to original position; all items brought in must be removed. o Failure to clean will result in forfeiting some or all the security deposit. In the event that the security deposit does not cover the cost to clean the building, Renter agrees to reimburse Hartford Township for the excess.
 - o Please note that no cleaning supplies are provided by the Park Committee.

RENTAL FEE: \$50 per day for Hartford Township residents and \$100 per day for non residents. A check made payable to **Hartford Township Park Committee** is required.

SECURITY DEPOSIT: \$200 security deposit is required in a separate check made payable to Hartford Township Park Committee. In the event that the building or park is left damaged or dirty, the security deposit may be used to cover the costs of restoration. In the event that the security deposit does not cover the cost of such restoration, Renter agrees to reimburse Hartford Township for the excess.

The reservation is not complete or guaranteed until the signed contract and both checks are received.

Mail checks and signed contract to:

Pavilion Rental
Hartford Township
PO Box 116
Hartford, OH 44424

Contact:

Mary Louise Anspach 724.718.3473 (cell)