

PITTSFIELD TOWNSHIP HALL

Rental Agreement

Name of Group/Organization: _____

Person in Charge: _____

Address: _____ **Telephone #:** _____

Purpose: _____ **Number in Party:** _____

Date Reserved: _____ **Hours Reserved:** _____ **to** _____

Facility Reserved: _____

Rental Fee: _____ **Security Deposit (if required):** _____ **Total:** _____

Please Note the Following Regarding Fees:

- The security deposit, if required, must accompany this rental agreement for the agreement to be valid and the dates and facilities requested to be reserved.
- Security deposit refunds will depend on condition of building when inspected by the Township Hall Director. If the premises are found to be clean, not damaged in any way and free of trash, money will be refunded after the next scheduled township meeting.
- The rental fee must be paid prior to the rental date.
- Checks only should be made out to the Pittsfield Township, no cash accepted
- Renter will bring cleaning supplies. Hall will supply garbage bags and restroom supplies.

*** Pittsfield Township reserves the right to deny the use of Township Facilities to groups, organizations or individuals who fail to comply with the rules and regulations set forth. ***

***It is understood that all individuals, groups or organizations using the above designated facility will comply with the laws of the State of Ohio, the Township of Pittsfield and all rules and regulations set forth by Pittsfield Township and:**

1. Will be responsible for all persons in the group or organization using the facility.
2. Assumes liability for any damage done to the facility.
3. There shall be NO dumping of grease or garbage into the drains in the kitchen or restrooms.
4. Will park ONLY in the graveled areas.
5. Will observe all posted rules.
6. There shall be NO alcoholic beverages in the facility.
7. Will observe the Town Hall room capacity as posted by the Fire District Chief.
8. The Sheriff's Department has the authority to enter the Township Hall at any time to check for violations.

I have read and understand the above policies and regulations and the accompanying "Rules Governing Rental" on the reverse side of this agreement and agree to comply with the same.

For and in consideration of the permission to use the above described facility, I the undersigned, acquit, discharge and covenant to hold harmless the Township of Pittsfield, its officers, employees, servants, and agents of and from any and all actions, causes of action, claims, demands, damages, costs, loss of services, expenses and compensation, on account of, or in any way growing out of, any and all personal injury or property damage which may result to individuals, group or organization members as a result of participation in the aforementioned activity at the above described facility.

Signature of Person Responsible

Signature of Township Representative

Date

Return this agreement to: Elizabeth Zadorozny
16645 West Rd
Oberlin, OH 44074
440-241-7896
email: elizabeth@pittsfieldtwp.us