

Brimfield Township Parks & Recreation Rental Application & Liability Agreement

| Applicant Information | | |
|--|------------|-------------|
| Name: | | |
| Date of birth: | Cell Phone | Home Phone: |
| Current address: | | |
| City: | State: | ZIP Code: |
| Email: | | |
| Driver's License Number: | | |
| Resident: <input type="checkbox"/> YES <input type="checkbox"/> NO | | |

| Rental Information | | |
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| Name of Organization: | | |
| Type of Event | | |
| Facility: <input type="checkbox"/> Community Room <input type="checkbox"/> Gazebo <input type="checkbox"/> Lions Shelter <input type="checkbox"/> Honeychuck Pavilion | | |
| Field Reserved (no sec dep required): <input type="checkbox"/> Waliga <input type="checkbox"/> Lions <input type="checkbox"/> Soccer <input type="checkbox"/> Volleyball Court | | |
| Start time: | | End time: |
| Date of Reservation: | Date Key Issued: | Date Key Returned: |

| Emergency Contact | | |
|-------------------|--|--|
| Name : | | |
| Phone: | | |
| Relationship: | | |

| Payment Information | | |
|------------------------------|---|----------------|
| Form of Payment for Rental: | <input type="checkbox"/> Cash <input type="checkbox"/> Check | Check Number: |
| Amount: | Date: | |
| Form of Payment for Deposit: | <input type="checkbox"/> Money Order <input type="checkbox"/> Check <input type="checkbox"/> Exact Cash | |
| Amount: | Date: | Check Number: |
| Deposit Returned | <input type="checkbox"/> Yes <input type="checkbox"/> No | Date Returned: |
| Reason Not Returned: | | |

| Waiver/Liability |
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I, the undersigned, understand and hereby acknowledge that the Brimfield Township Trustees shall not be responsible or liable for personal damage occurring to persons or their guests and invitees, while using Brimfield Township property for their own personal matters or for matters unrelated to the business of the Trustees. I understand that I am responsible for the actions of any guests, invitees, relatives, friends or attendees of my function or organization.

I have read and understand this liability agreement for the use of Brimfield Township Property established by the Brimfield Township Board of Trustees by way of Resolution 2016-019. I, the undersigned release and discharge Brimfield Township and the Brimfield Township Board of Trustees from any liability, claims, demands, injuries, damages, actions or causes of action that might occur arising from the use of Township property.

Further, I, the undersigned, understand that as the renter I am responsible for any damages that occur to Township property during the course of my event whether they are caused by me, or by those who attend my event.

Finally, I understand that firearms, alcoholic beverages and all tobacco products are prohibited in Township Parks, Township facilities and on Township property.

Signature _____

Date _____

Residency

1. Fees are based on the residency of the person making the reservation. So, for example, if a resident of Brimfield is making a reservation for a picnic pavilion, they will be charged the resident rate for the rental fee.
2. Non-residents will be charged an additional \$10.00.
3. Proof of residency is required.

Deposits

1. A \$50.00 refundable security deposit is required on all rentals *except* the outdoor fields. Check, money order, or exact cash only. No credit cards accepted.
2. Once the rented facility has been cleaned and all keys returned, the facility will be inspected for damage, cleanliness and key return before a determination is made to return the deposit.
3. Any damage, cleaning fees or lost keys forfeits the security deposit.
4. Keys not returned within 48 hours of the rental period will be considered lost.
5. Keys can be returned to the Brimfield Township Administration Office, 1333 Tallmadge Road, between the hours of 8 a.m. and 4 p.m. Monday through Friday. An outside drop box is also provided in front of the Administration Office for key drop-off after business hours
6. If the cost to clean, repair or rekey a facility exceeds the security deposit, the responsible party shall be charged the difference in cost.

Rental Eligibility

1. All rentals are on a first-come basis.
2. Renters must be at least 21 years of age and have a valid vehicle operator's license to make a reservation.
3. A completed *Rental Application and Liability Agreement* along with the required deposit and rental fee must be returned to the Town Hall and paid in full before a reservation is complete.
4. The renter must be in attendance during the rental period.

Renter's Responsibilities, Rules, and Rates

1. The renter is responsible for all clean-up in all facilities, including but not limited to the Enclosed Shelter, Conference Room, Gazebo, and Open Air Facility. Clean-up includes and is not limited to cleaning tables, chairs, counters, appliances if used, picking up trash, sweeping/vacuuming the floors, and emptying all trash cans before leaving.
2. Rental times include the time for any set-up, decorating, taking down of decorations, etc.
3. If a renter wants to decorate or set-up prior to the actual event and rental time, a renter must rent the facility for said set-up, decorating, take-down etc.
4. The key can be picked up at the Brimfield Township Administration Office 48 business hours prior to the date of rental.
5. Renter shall not enter facility prior to the time specified on the Rental Application. Entering a facility prior to the time specified may result in removal of any persons and/or items from the facility until time of rental and will automatically result in the forfeiture of the security deposit.
6. All keys must be returned to the Brimfield Township Administration Office 48 hours after the date of rental or placed in the drop-box after business hours.

Please note that firearms, alcoholic beverages and all tobacco products are prohibited

By initialing below, I agree to the terms and conditions outlined above.

Initials of Applicant

Date