



Brimfield Township Parks & Recreation Community Center Rental Application & Liability Agreement



Renter Information – PLEASE PRINT

Renter's Name:	Phone:
Renter's Address:	Email:
City/State/Zip:	
Driver's License Number:	
Resident:	<input type="checkbox"/> YES <input type="checkbox"/> NO

Rental Information

Name of Organization:		
Type of Event		
Estimated Number of Guests:		
Start time:	End time:	Include Set-Up and Clean-Up time needed
Date of Reservation:	Date Key Issued:	Date Key Returned:

Resident Rate: Proof of residency is required to qualify for the Residential Rental Rate.

The individual renting the facility must present current legal Photo ID or Utility Bill indicating residence within Brimfield Township. ***MAXIMUM CAPACITY: 49**

Please Note: The individual named as the Renter is the responsible obligated party. The Security deposit will be refunded and/or damages incurred, will be charged to the individual listed as the Renter.

*This facility will not be rented on any Township designated holiday.

Rental Rates	Security Deposit Rates	Alcohol Use Deposit
Resident: \$100.00	Resident: \$50.00	\$100.00 No Alcohol
Non-Resident: \$200.00	Non-Resident: \$50.00	\$200.00 With Alcohol

Will You Be Serving Alcohol? Circle one: **NO** **YES** If Yes Read & Sign Below

APPLICATION FOR CONSUMPTION OF ALCOHOL

I, the undersigned applicant, do agree to the following terms of this application for consumption of alcoholic beverages inside Community Center located at 4538 Edson Road in Brimfield Township, OHIO 44240.

- A. The individual renting the facility is responsible for the cost of a police officer who must be present during the rental period when alcohol is being served. Payment is made directly to the officer the day of the event.

- B. The Township assumes no duty of supervision in the provision of alcoholic beverages and the applicant agrees to hold the Township, it's agents and employees, harmless, fully indemnify and assumes any and all host liability or other liability to guests, invitees, relatives, friends or third parties who may be injured directly and proximately by the provision of alcoholic beverages, of any sort whatsoever, whether for profit, not for profit, or purely such reasons whether the same result from intoxication or are contributed to by intoxication.

- C. An Alcohol Use Deposit in the amount of \$100.00/\$200.00 (in addition to the required facility deposit) will be posted by me to cover the circumstances that may occur during my use of said facilities, understanding that all or part of the deposit(s) could be retained for violation of any of the stated rules herein as well as additional charges that may be levied to cover costs of excessive cleaning or damages to the facility, equipment or grounds.

I agree to the above and the stated rules herein and, therefore, realize and have read and understand the above application

PRINT NAME _____ SIGNATURE _____ -

Residency

1. Fees are based on the residency of the person making the reservation.
2. Proof of residency is required.

Deposits

1. A \$50.00 refundable security deposit is required. No credit cards accepted for security deposits.
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 7 a.m. and 3p.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 deposits 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 that 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 and all tobacco products are prohibited

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

Initials of Applicant

Date