**ATWATER TOWNSHIP LIABILITY AGREEMENT FOR USE OF TOWN HALL / OLD SCHOOL PARK PAVILION**

**CATEGORY DETERMINATIONS: (**Check appropriate category)

1. \_\_\_\_Resident Individual: *no fund raising*

OR

\_\_\_\_Non-Resident Individual: *no fund raising*

OR

\_\_\_\_Group/Organization: fee waived, *one-time event*

OR

\_\_\_\_Group/Organization: fee waived, *long-term, multiple events*

OR

\_\_\_\_Government Agency: fee waived

1. \_\_\_\_Fund Raising Event, *no individuals, non-profit groups/organizations only*

OR

\_\_\_\_Not Fund Raising Event

3.\_\_\_\_Kitchen not needed

OR

\_\_\_\_Kitchen without cooking needed

OR

\_\_\_\_Kitchen with cooking needed

**CONTACT & EVENT INFORMATION**

***Townhall Park Pavilion***  (Please Check One)

Date(s) Reserved\_\_\_\_\_\_\_\_\_\_\_\_\_ Time\_\_\_\_\_\_\_

Group (if applicable) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Type of Function\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Today’s Date\_\_\_\_\_\_\_\_\_\_\_\_

I, the undersigned, understand that the Atwater Town Hall/ Park will be reserved for the above indicated conditions. I will adhere to the following criteria.

Please read and initial the following 10 items:

\_\_\_\_ 1. Alcoholic beverages are not allowed on the premises

\_\_\_\_ 2. Commercial fundraising is not permitted; however, non-profit groups are exempt

\_\_\_\_ 3. The Town Hall is available from 9 A.M. to 10 P.M, Park Pavilion is available from dawn to dusk.

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\_\_\_\_ 4. The reserving individual is responsible for normal cleanup: tables and chairs stored, if needed, floor swept and mopped, and bathroom cleanliness

\_\_\_\_ 5. The undersigned agrees to pay for any damage to Township property and replacement cost for any missing items

\_\_\_\_ 6. Individuals or groups causing harm to Township property may be denied use of the facilities in the future at the discretion of the Atwater Township Board of Trustees

\_\_\_\_ 7. The undersigned understands and hereby acknowledges that the Atwater Township Board of Trustees and all officials, employees, and representatives of the Township of Atwater shall not be responsible or liable for personal injury or property damage occurring to persons or their guests or invitees while using the Town Hall for their own personal matters unrelated to the business of the Atwater Township Board of Trustees.

\_\_\_\_ 8. All Cancellations must be made 48 hours prior to any rentals and confirmed by Atwater Township Trustee to receive any refund.

\_\_\_\_ 9. The Township Trustees deserve the right to deny any rental applications for the use of Township facilities to any individuals involved with, any past violations or any provisions of the agreement or past agreements.

\_\_\_\_ 10. ***Absolutely NO*** decorations or signs may be hung on or in the Townhall / Pavilion.

**The Atwater Township Board of Trustees reserves the right to gather additional information, review, set conditions, and deny use of Township facilities in unusual, extraordinary situations.**

**Send the completed agreement form and remit payment of applicable fee, payable to:**

**Atwater Township**

**P. O. Box 9**

**Atwater OH 44201**

**Resident Rates Non-Resident Rates**

**Townhall $100 $200**

**Park Pavilion $25 $50**

**The undersigned releases and discharges the Atwater Township Board of Trustees and all officials, employees, and representatives of the Township of Atwater from any and all liability, claims, demands, injuries, actions, causes of action of any kind or nature whatsoever that might occur arising for the use of the Township premises.**

Printed Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please call Charlie Harris 24 hours prior to any rental to discuss day of rental details, 330-858-9406.**

Rev: 01/10/2023