

**FORSYTH TOWNSHIP FACILITIES
RENTAL RATES
FEBRUARY 27, 2014**

FACILITY	LOCATION	RESIDENT RATE	NON-RESIDENT RATE	DEPOSIT REQUIRED
Nordeen Park <i>(schedule with Forsyth Township office)</i>	Bandstand	\$50.00	\$120.00	\$50.00
	Pavilion	\$10.00	\$40.00	\$10.00
	Concession Stand	\$25.00	\$75.00	\$25.00
Bazaars / Auctions / Swap Meets <i>(schedule with Forsyth Township office)</i>		\$100.00	\$150.00	\$100.00

Rentals Contact:

**Forsyth Township Office
186 W Flint St.
(906) 346-9217
Mon – Fri 7:30 am – 4:00 pm**

ELIGIBILITY

These facilities are available to residents and nonresidents:

1. Special Events: Such as anniversaries, wedding receptions, birthdays, showers, funerals, public dances, along with various other functions. (Some functions may require Board Member approval.) Insurance requirements apply.
2. Any individual 21 years of age or older, group or organizations. Insurance requirements apply.
3. Youth groups – Parental supervision is required at all times. The number of supervisors will depend on the size of the group (Subject to State Requirements). The responsible adults will make reservations for the building. Insurance requirements apply.

AREAS TO BE USED

All persons using the rental areas are restricted to that specific rented area and the restrooms only.

RULES AND RESPONSIBILITIES

1. Persons reserving the building are required to abide by the rules and regulations governing the use of the facility and will be asked to sign this affidavit. They will also be liable for any damage to this property through negligence.
2. All persons renting township facilities are required to provide their own Liability Insurance, with a minimum of \$500,000 of Liability coverage.
3. Alcohol Use: All state laws governing the use of alcoholic beverages will be strictly enforced. A Host Liquor Liability Policy, with Forsyth Township, its Board Members, employees and agents as additional named insured and a \$1,000,000 minimum limit, must be presented prior to the event. Individuals reserving the facility will be held responsible for ensuring that alcohol is not being served to minors.
4. All persons using the facilities are asked to respect the private property surrounding the area in regard to parking, noise, and litter. No parking in, or blocking of, township or private driveways.
5. An adult supervisor must be appointed to be responsible for the actions of their respective group.
6. Smoking is not permitted in any part of the township buildings. If smoke alarms sound because of smoking and the fire department responds, you will be responsible for the fire department bill.
7. Rowdiness and misconduct will not be tolerated. Any persons deemed guilty of these charges by those in authority will be expelled from the area.
8. No township property is to be removed from the premises. Anything missing or destroyed will be paid for by the renter.
9. The tenant shall not assign, transfer, or sublet this lease, or any part thereof, without written consent of the Township Board.
10. Occupancy shall not exceed the Fire Occupancy Codes and Regulations for rented area.

CLEAN UP RESPONSIBILITIES

All persons are responsible for their own set up and clean up.

1. Remove all decorations and personal items.
2. All garbage must be brought to the appropriate disposal site.
3. Clean up responsibilities must be completed immediately after the event.
4. Clean up includes any litter created during the event.
5. The renter will be responsible for clean-up costs which are determined excessive. This will be in addition to the deposit.

HOLD HARMLESS/INDEMNIFICATION AGREEMENT

Applicant agrees to the following:

1. Applicant has received, reviewed, and fully understands the rules for use of this facility. Applicant and all members of applicant's group or organization shall abide by the facility rules.

2. Applicant has inspected the Township property or premises proposed for use and have determined that they are in a safe and appropriate condition for the activities planned. Applicant and all members of the Applicant's group or organization hereby agree that said property or premises will be kept and operated in a safe and appropriate condition.
3. Applicant and members of applicant's group or organization, individually and collectively, hereby waive, release, and discharge any and all claims for or right to claim damages for any personal injury, death, or property damage as a result of Applicant's use of the Township's facilities.
4. Applicant and members of applicant's group or organization, individually and collectively, hereby agree that they shall defend, protect, and indemnify Forsyth Township and hold it harmless from any and all liability, claims (including liquor liability claims), costs, attorney fees, expenses, demands, lawsuits, and every cause of action of every kind and every character, arising in favor of any person, including the parties hereto and their employees, on account of personal injuries, death, or damage to property in any way incident to or in any way resulting from any act or omission of the Applicant's group or organization, anyone directly or indirectly employed by any of them, or any one for whose acts any of them may be liable.
5. Applicant is expressly authorized to bind each and all members of applicant's group or organization.

RULES AND REQUIREMENTS

- Payments and Deposits are required before events can be scheduled.
- Deposits are refunded after the event is held, and all requirements of this contract are met.
- All inside areas of township facilities are **SMOKE FREE**.
- All persons are responsible for their own set up and clean up.
- **Alcohol use is prohibited unless a Host Liquor Liability Policy is purchased with Forsyth Township, its Board Members, employees and agents listed as additional named insured with a minimum of \$1,000,000. Certificate of Insurance must be on file prior to the event.**
- All persons renting township facilities are required to provide their own Liability Insurance with a minimum of \$500,000 of Liability coverage. A copy of the insurance must be on file prior to the event.
- **A Hold Harmless/Indemnification for Forsyth Township is in effect.**

**FORSYTH TOWNSHIP FACILITIES
RENTAL AGREEMENT
FEBRUARY 27, 2014**

TYPE OF FUNCTION:		DATE OF EVENT:	
FACILITY RENTED:		TIME OF EVENT:	
DEPOSIT AMT: \$	RENTAL AMT: \$	TIME FACILITY NEEDS TO BE OPEN:	

Make checks payable to: *FORSYTH TOWNSHIP*

I take full responsibility to abide by all the above stated rules and regulations in this contract.

SIGNATURE: _____

PRINT NAME: _____

MAILING ADDRESS: _____
(For Deposit refund)

PHONE NUMBER: _____

DRIVER'S LICENSE NUMBER: _____
(FOR NON-RESIDENTS ONLY)

FOR TOWNSHIP USE ONLY:

CHECK # _____ RECEIPT # _____