

**SOUTH FRANKLIN TOWNSHIP**  
100 Municipal Road, Washington, PA 15301  
724.225.4828

RULES AND REGULATIONS FOR COMMUNITY BUILDING RENTAL ON \_\_\_\_\_

**INITIAL**

\_\_\_\_\_ LESSEE IS FULLY RESPONSIBLE FOR LEAVING THE BUILDING LOCKED, CLEAN, TABLES AND CHAIRS CLEANED, WATER AND LIGHTS OFF. **WHEN FOOD OR BEVERAGE IS SERVED, SPILLS MUST BE CLEANED BY WET MOPPING.**

\_\_\_\_\_ **DO NOT ATTACH ANYTHING TO CEILING OF BUILDING. PINS OR TACKS CAN BE USED TO ATTACH DECORATIONS TO WALLS. NO TAPE.** REPORT ANY MALFUNCTIONS OR ACCIDENTS TO THE BUILDING RESERVATIONISTS. **(DEPOSIT BOX FOR BUILDING KEY IS LOCATED IN THE STORAGE ROOM).**

\_\_\_\_\_ ALL REFUSE AND GARBAGE MUST BE PLACED IN THE LARGE DUMPSTER IN PARK. BURNING OF PAPERS OR DEBRIS IS STRICTLY PROHIBITED ANYWHERE ON PARK GROUNDS. **DO NOT ATTACH SIGNS TO TOWNSHIP STREET OR PARK SIGNS. ANY DIRECTIONAL SIGNS ERECTED MUST BE REMOVED AFTER EVENT.**

\_\_\_\_\_ BUILDING MUST BE CLOSED BY 10:00 PM. EXCEPTIONS MAY BE GRANTED BY PERMISSION OBTAINED FROM THE RESERVATIONIST.

\$ 50.00 WILL BE REFUNDED IF THE BUILDING IS LEFT CLEAN AND NEAT AND IF THERE IS NO UNAUTHORIZED USE OF THE FACILITY. REFUND WILL FOLLOW THE EVENT AFTER APPROVAL AT THE NEXT REGULAR SUPERVISOR'S MEETING.

**RENTAL IS FOR ONE DAY ONLY UNTIL 10:00 PM/ YOU MUST CANCEL 30 DAYS IN ADVANCE TO RECEIVE A FULL REFUND**

\_\_\_\_\_ WHEREAS, NO SMOKING SIGNS ARE POSTED THROUGHOUT THE COMMUNITY BUILDING AND SENSITIVE SMOKE DETECTORS ARE IN PLACE, AND WHEN ACTIVATED, SUMMONS THE SOUTH FRANKLIN VOLUNTEER DEPARTMENT IMMEDIATELY. **IF ANY INDIVIDUAL OR GROUP SHOULD ACTIVATE THE ALARM BECAUSE OF SMOKING OR A SMOKE MACHINE, IT IS UNDERSTOOD THEIR DEPOSIT WILL BE FORFEITED.**

BY SIGNING THIS AGREEMENT, THE LESSEE BINDS HIMSELF/HERSELF INDIVIDUALLY AND ALSO BINDS HIS/HER ORGANIZATION TO ABIDE BY ALL THE RULES AND TERMS AS SET FORTH HEREIN.

WHEREAS, BY EXECUTION OF SIGNATURE BELOW YOU AND OR YOUR ORGANIZATION ACKNOWLEDGE AND AGREE THAT YOU HAVE RELEASED SOUTH FRANKLIN TOWNSHIP, ITS OFFICERS, AND OFFICIALS FROM ANY AND ALL CLAIMS AND SHALL PROTECT, INDEMNITY, DEFEND AND HOLD HARMLESS SAID TOWNSHIP, OFFICERS AND OFFICIALS.

**DATE SIGNED** \_\_\_\_\_ **LESSEE'S SIGNATURE** \_\_\_\_\_

**LESSEE'S ADDRESS** \_\_\_\_\_

**TELEPHONE#** \_\_\_\_\_ **PRINT NAME** \_\_\_\_\_

\*\* (OFFICE USE PAID \$ 100.00 \_\_\_\_\_ PAID \$ 100.00 \_\_\_\_\_ KEY # \_\_\_\_\_ RETURNED KEY \_\_\_\_\_)

\*\* (ALCOHOL PERMIT – PAID \$ 25.00 \_\_\_\_\_)