

**BETHEL TOWNSHIP
11300 W. National Rd.
New Carlisle OH 45341**

USER AGREEMENT FOR BUILDING AT DONNELSVILLE PARK

It is hereby agreed, in consideration of a fee of \$100 paid in advance, that Bethel Township agrees to let _____ use the building in Donnelville Park on the following date(s): _____ . A \$25 non-refundable deposit is required to reserve the date, and will be applied toward the \$100 rental fee when it is paid. An additional \$75 deposit is required at the time the keys are picked up, and will be refunded in full if the premises are left in as good or better condition than when the user arrived, and there were no violation of the following rules:

In accepting this use agreement, the user agrees to abide by the following:

1. There will be NO ALCOHOLIC BEVERAGES sold or used on the premises.
2. The user agrees to leave the building and grounds in as equally clean and orderly a condition as it was before use.
3. The user agrees to be fully responsible for and pay for any and all damages to the premises and/or contents, and also for the disappearance of any contents during occupancy.
4. The user shall have use of the kitchen facility for preparation and serving of food.
5. The building shall be available for occupancy on the morning of the day of use, and must be vacated by the end of the same day. If the building is not rented out for the previous day, special arrangements MAY be made for possession that evening for decorating purposes.
6. The user will keep noise/music at a reasonable level so as not to disturb others.
7. Anything brought in during the use period must be removed during the usage period (food, beverages, dishes, audio equipment, decorations, etc.). THIS INCLUDES ALL TRASH GENERATED FROM THE DAY'S USE.
8. All hanging decorations shall be fastened to wood trim at the ceiling. No decorations are to be attached to the walls or ceiling fans.
9. No bonfires are allowed.
10. Any agent of Bethel Township shall have free access to the premises at all times for emergency maintenance or inspection.
11. The user shall not sublet to a third party under the terms of this agreement.
12. All functions shall be over by midnight, and the premises will be cleaned and locked up by 1:00 a.m. Under no circumstances will functions last any longer.

Violation of any of the above rules can result in immediate removal from the premises, with no refund of fee or deposit.

Purpose for requested use: _____

Approximate number of people expected: _____

Signed: _____

\$25 deposit received by: _____ Date: _____

\$75 deposit and remainder of rental fee received by: _____

Inspected before use by: _____ Date: _____

Key issued by: _____ To be returned on: _____

Inspected after use by: _____

Comments: _____

\$75 deposit returned on: _____