

Washington Township Recreation Board
1021 Washington Boulevard ~ Bangor, PA 18013-9415

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Pavilion Lease Agreement

Today's Date: _____ Date of Event: _____

Name of Renter or Group: _____ Number of People Expected: _____

Type of Event: _____ Starting Time: _____ Ending Time: _____

Contact Person: _____ Phone: _____

Address: _____ Email: _____

Alternate Contact Person: _____ Phone: _____

Lease Fees and Payments:

1. The fee is due in full at the time of lease agreement signing; (\$100.00 for Washington Twp residents and \$125.00 for non-residents).
2. Payment may be made with cash, check or money order made payable to **Washington Township**. This completed agreement with signature and payment can be dropped off or mailed to the Township Office. The rental will not be scheduled without both the signed agreement and payment.
3. The Lessee shall have exclusive use and control of the pavilion and surrounding lawn area for the duration of the lease period and agrees not to assign or sublet the premises or any part thereof.

Rules and Regulations for Pavilion Rental:

1. Groups are responsible for basic cleanup of the pavilion and the immediate grounds around the pavilion. Groups should remove all debris, including all decorations, tape, string, cords, etc.
2. All garbage and trash must be placed in either the covered receptacles, the dumpster at the entrance area or taken home by the Lessee.
3. Decorations should not damage the facility in any manner. This includes leaving any residue, holes, marred surfaces, tape, cord or string.
4. **The use of nails, tacks, staples &/or staple guns is prohibited.**
5. Prior to vacating the premises, the Lessee will restore the area to the same condition upon commencement of the lease. If picnic tables and benches were moved they must be returned to the locations they were moved from.
6. The Lessee will report any damage that may have occurred during the lease period.
7. The pavilion and surrounding grounds and parking areas will be inspected by the Township. The Lessee agrees to pay any and all expenses incurred by the Township in cleaning the area and/or repairing damages to the premises which may result from any act or neglect of the Lessee, their guests, invitees or others in attendance.
8. The Lessor reserves the right to have a duly authorized agent inspect or visit the leased premises and to take possession thereof upon violation of any law; local, state or federal. In such case, the Lessee will forfeit any further rights to the premises and to any sums paid for the lease.
9. The Lessee will be responsible for the maintenance of order on the premises during the time of this lease.
10. The use of alcoholic beverages shall be limited to the pavilion and in complete accordance with the laws governed by the Pennsylvania Liquor Control Board and the Commonwealth of Pennsylvania; i.e. no one under the age of 21 may distribute or consume an alcoholic beverage on

the premises.

- 11. Groups must adhere to all general rules and regulations that are posted or ordained by the Lessor.
- 12. Should any court of law deem any portion of the agreement to be in violation of any laws, the balance of this agreement shall remain unchanged and entirely enforceable under the laws and statutes governing the Commonwealth of Pennsylvania.
- 13. **RENTER COMPLY WITH ALL RECOMMENDED CDC SAFETY GUIDELINES.**

Cancellation Policy:

- 1. This agreement shall become null and void if the said premises are not available on the lease date. Such circumstances shall include but not be limited to the unforeseen fire, flooding or other casualty that makes the facility unusable or unsafe. In such cases, the Township will notify the Lessee and the rental fee will be returned in full. The Lessor shall not in any case be held liable or responsible for the Lessee’s loss of use of the facility.
- 2. Lessee shall not cancel this agreement without written notice given to the Lessor at least thirty (30) days prior to the event.
- 3. If cancellation occurs less than thirty (30) days prior to the event, all fees are forfeited by the Lessee.
- 4. The Lessee may submit a written appeal of #3 above if there are exceptional circumstances. Appeals will be judged on their merits on a case by case basis. The Lessee will receive a written reply and decision regarding the appeal. If the appeal is judged favorable to the Lessee, a refund of the rental fee will be paid, **less a \$40 site preparation charge.**

Conclusion:

- 1. The Lessee hereby agrees to indemnify and hold harmless the Lessor for any liability whatsoever relative to the usage of the Washington Township Recreation Complex and Lessee, for itself, it’s Successors, Agents, Employees, Coaches and Participants and specifically indemnifies Washington Township relative to the liability which may arise as a result of the use of the Recreation Complex.
- 2. In signing this agreement, I hereby acknowledge that I have read and understand the terms and conditions of the agreement and agree to comply with all parts, to the best of my ability, on behalf of myself and/or the party or organization I represent.

Fee received:

Resident \$100.00 rental fee _____ check number _____

Non-Resident \$125.00 rental fee _____ check number _____

Lessee:

Name: _____

Signature: _____ Date: _____

Lessor: Washington Township

Signature: _____ Date: _____