



BOYD ESLER SENIOR/COMMUNITY CENTER RESIDENT RENT CONTRACT

The Center may be rented for the following events: Weddings, Receptions, Anniversaries, Birthday Parties, Parties, Showers, Fund Raisers, Flea Markets, Bazaars, Township Non-Profit Organizations. Capacity of hall: 108. Parking spaces: 84. Location: 2491 Canfield Road, Akron, OH 44312. Phone: (330) 733-2556.

The cost for rental of the hall is: \$35 per hour (3 hour minimum) plus a deposit of \$100.00

If the Gazebo and Community Center are rented together one deposit is required.

Address of renter and check address must be from a Springfield Township resident.

Note: A \$40 flat open/close fee will be deducted from the deposit

RULES AND REGULATIONS FOR RENTAL AND USE OF COMMUNITY/SENIOR CENTER

1. **Deposit is required to reserve rental date and will not be considered reserved until said deposit is paid. Full rental fee payment is due one (1) month prior to the event. Once the deposit is paid if the event is canceled the deposit will be returned less \$40. NOTE: If the event is canceled within one month of the event the rental fee will be forfeited. Cancellations must be made in writing (e-mail and fax is accepted).**
2. **Rent includes the use of tables, chairs, and kitchen facilities (the use of slicer, mixer, convection oven, and dishwasher not included).**
3. **The deposit is to cover any damage done to the Center and cleaning, if not left clean. Chairs are to be placed at tables.**
4. **Any person renting the Center must agree to pay for the restoration to original condition of Center and equipment. If any maintenance is required to bring the area back to its original condition a rate of \$15.00 per hour (minimum of 3 hours) will be deducted from the deposit.**
5. **The Center Director and the Board of Trustees shall determine the extent of damage. Any damage exceeding the deposit shall be paid by the person renting the Center.**
6. **If the Center is left in the condition as when rented, the deposit shall be refunded.**
7. **The Center is decorated the month of December for Christmas. No decorations are to be removed.**
8. **The consumption or possession of controlled substances, illegal drugs, drug paraphernalia, or alcohol is strictly prohibited.**
9. **The Center must be left clean after activities. The interior and exterior of the stove must be cleaned after use. When using the stove, the fan must be turned on. When stove is turned off, the fan must remain on for 15 minutes. Trash is to be removed and placed in trash container. Please do not leave the Center unattended.**
10. **The Board of Trustees reserves the right to refuse rental or cancel any group when it interferes with Township business.**
11. **No one is permitted to play the piano.**
12. **No smoking in the building.**
13. **Any other requests for use of facility is subject to approval by the Director of the Center.**

SPRINGFIELD TOWNSHIP COMMUNITY/SENIOR CENTER

USE PERMIT APPLICATION

Lessor agrees that for and in consideration of being permitted to utilize The Boyd Esler Senior/Community Center that lessor, for him/herself, heirs, personal representatives, assigns, guests and all other persons utilizing said facility during the rental period, do(es) hereby release and hold harmless Springfield Township, its Trustees, employees, agents and volunteers from any and all liability, claims, causes of action, losses, damages, costs and expenses of whatsoever kind or nature that arise out of, or in connection with, the rental/use of said facility.

Date Requested _____

Reservation Time _____

(Please be specific as possible so that other events may be scheduled. Be sure to include time for setup and clean up)

NOTE: If the event runs over the scheduled time the renter will forfeit the remainder of the deposit.

I have read the above note (initials) _____

Name of Contact Person _____

Is the event open to the public? **Yes** **No**

Mailing Address _____

City/State/Zip _____

Day Phone _____ **Evening Phone** _____

Description of Activity _____

Expected Attendance _____

Rent _____ **Deposit** _____

User agrees to abide by the Springfield Township Senior/Community Center Rules and Regulations, a copy of which has been provided to me.

Applicant name (print) _____

Applicant Signature _____ **Date** _____

*Senior/Community Center Rental Contract
(Approved at the Sept. 10, 2009 Board of Trustees Meeting - Resolution #254-09)*