

Lancaster Parks and Recreation
-Goslin Nature Education Center-
Alley Park

Lancaster Parks and Recreation hereinafter referred to as the **DEPARTMENT**, rents to: (Please Print)

Hereinafter referred to as the **RENTER**, the described premises on the terms and conditions herein.

1. DESCRIPTION OF RENTED PREMISES:

Circle Appropriate Rental _____ Note: Limited Parking, consider shuttle or car pooling

Main Room (includes limited Kitchen Facilities)*	Anticipated Group Size _____	
Fri- Sat. – Sun & Holidays	\$400.00	Maximum Capacity-
Mon – Thu	\$250.00	with tables - 135
Fri. & Sat. Combination	\$625.00	without tables – 160

TOTAL = \$ _____

2. PURPOSE: _____

3. PERIOD OF TIME: Daily rental - maximum is 8:00 am to 10:00 pm

_____ Check In Time _____ Check Out Time _____
Date am/pm am/pm

4. FEE: The **RENTER** shall pay appropriate fee to the **DEPARTMENT** for the use of said premises the following amount:\$ _____ . The agreed upon fee shall be paid at the time of the signing of the rental contract.

RENTAL FEE SHALL BE PAID FOR BY CASH, CHECK OR MONEY ORDER, MADE PAYABLE TO LANCASTER PARKS AND RECREATION (DURING OFFICE HOURS M-F 8:00 - 5:00)

5. SERVICE AND UTILITIES: An attendant of the **DEPARTMENT** will be *on site or on call at all times* during the rental period. Usual utility service will be included in the cost of the rental.

6. SET-UP INSTRUCTIONS: _____

7. CATERED FOOD SERVICE: All food preparation will be by Fairfield County caterers ONLY.

Caterer _____ (Confirm with Park Office)

Food preparation instructions: _____

8. GENERAL CONDITIONS:

a) NO **RENTER**, his agents or employees, or patrons visiting the premises during the occupancy of the **RENTER** shall take into or upon any Park any alcoholic beverages, either for sale to others or have in his possession for his own use or for the use of others nor shall any person give away or dispose of any alcoholic beverages in or upon any Park. No intoxicated person will be allowed to enter or remain within any of the Parks. SEC. 13 PARK RULES AND REGULATIONS

b) The **RENTER** will abide by all laws, rules and regulations(copy on file at Park Office and Nature Center) of Parks & Recreation; failure to comply may constitute grounds for immediate removal from premises without refund;

c) The **RENTER** will not tape, staple, or otherwise affix decorations to walls, doors, windows or ceiling of building.

d) Smoking is prohibited in building and State Fire Code prohibits open flames.

e) The **RENTER** will permit the **DEPARTMENT** members or agents to have ingress and egress into the premises at any time;

f) The **RENTER** agrees not to assign or transfer any part of this contract to a third party without receiving prior permission, in writing, from the **DEPARTMENT**;

g) The **RENTER** is confined to area specified on contract.

h) The **RENTER** agrees to surrender the premises to the **DEPARTMENT** at the end of the term in same condition as received, subject to normal use and wear; **RENTER** will be liable for damages caused by his negligence, or that of his employees or agents or patrons visiting the premises; **RENTER** will remain on premises at all times during the hours of rental agreement unless Park representative is notified otherwise.

i) The **DEPARTMENT** assumes no responsibility for any property stored or placed on the premises of the **RENTER**, and such property is stored or placed at the **RENTER'S** risk and the **RENTER** agrees to save the **DEPARTMENT** harmless from liability because of any loss or damage to such property resulting from any cause whatsoever. Any property remaining thirty (30) days after the contract period shall become the property of the **DEPARTMENT**;

j) The **RENTER** agrees to save the **DEPARTMENT** harmless from any liability arising from accidents or injuries suffered by the **RENTER**, his agents or employees, or patrons visiting the premises during the occupancy of the **RENTER**;

k) All rentals of the premises shall be at the sole discretion of the Superintendent or designated representative;

l) Refunds will be made if cancellation is 24 hours prior to the event, less \$75.00 processing fee.

9. TERMINATION: The **DEPARTMENT** may terminate this contract immediately, if the **RENTER** fails to adhere to any of the conditions set forth hereinabove, and all rights and privileges herein granted shall cease and the **RENTER** shall, upon termination of this contract by **LP&R**, immediately vacate the premises and all monies previously paid to **LP&R** shall be retained by **LP&R** as liquidated damages.

This agreement is scheduled as of _____ and shall become an effective contract on the date approved by the Superintendent or their representative.

Scheduled by _____ Date _____

RENTER _____ Date _____
Signature

Address: _____

_____ Day Phone # _____

Evening Phone # _____

Approved By: _____ Date _____
Superintendent or Representative