

Ross Township Municipal Center
 Facility Use Application
 Municipal Center Classrooms
 Rates as of 1/7/2014

Event Date:	_____
Event Time:	_____
Renter Name:	_____
Classroom:	_____
Attendant INIT:	_____

The applicant must read the policies and rules governing the rental of Ross Township Facilities associated with this application and provide all applicable documentation, signed and acknowledged, that is requested. Please make checks payable to "Ross Township Recreation." All deposits will be returned in accordance with the associated policies and rules. For additional information, please contact the Parks and Recreation office at 412-931-7055 x204. RESERVATIONS MUST BE MADE IN PERSON, AT THE MUNICIPAL CENTER. RESERVATIONS WILL NOT BE TAKEN WITHOUT THE APPROPRIATE PAYMENT.

Applicant Information – Applicant must be in attendance

Applicant's Name: _____

Complete Address: _____

Phone (daytime): _____ (evening and/or cell phone) _____

Name & Address of Organization _____

Date of Event: _____ Type of Event _____

E-mail: _____ Ross Resident _____ Non-Ross Resident _____

Fee Information

Classroom (A/B/QL/AL): _____ Total Number of Guests: _____ Serving Alcohol: ___ YES ___ NO

Start Time (include your set up time): _____ End Time: _____ (you get ½ hr. after end time to clean)

Monday through Friday:

Resident Rental: \$25.00 per hour X _____ hours = TOTAL RENTAL _____ (\$50.00 per hour over/off time)

Non-Res Rental: \$30.00 per hour X _____ hours = TOTAL RENTAL _____ (\$60.00 per hour over/off time)

Saturday and Sunday:

Resident Rental: \$30.00 per hour X _____ hours = TOTAL RENTAL _____ (\$60.00 per hour over/off time)

Non-Res Rental: \$37.50 per hour X _____ hours = TOTAL RENTAL _____ (\$75.00 per hour over/off time)

Rental (full amt.) _____	Date Rental Paid _____	Payment Type (Cash/Credit Card/Check) If Check, # _____
Alcohol Permit _____	Date Permit Paid _____	Payment Type (Cash/Credit Card/Check) If Check, # _____
Damage Deposit _____	Date Damage Deposit Paid _____	Check# _____

Date Received _____ Date Booked by P & R _____ Signature of P&R Agent _____

Ross Township Municipal Center and Facilities

Indemnification Statement

The Renter agrees that the Renter and his/her guests in connection with their event on _____ (date of event) are subject to the policies and rules contained in the Ross Township Rental Packet, as well as any and all national, state, and local laws and statutes. The Renter, through this signature directly below this statement, acknowledges that he/she has thoroughly read and understands the policies and rules in the Ross Township Rental Packet. Any questions regarding these policies and rules were asked by the Renter and answered by a designated representative of Ross Township so that all policies and rules are understood.

The Renter, in consideration of the promises contained in this agreement, and intending to be legally bound, agrees to indemnify and hold harmless Ross Township and its respective employees, from any and all liabilities, losses, damages, expenses (including costs of litigation), claims, demands and judgment, in law or equity (collectively "indemnified claims"), which arise from, or relate in any way to the Renter and/or Renting Group or Organization named below, use of the Ross Township Municipal Center and associated facilities for the event and at the date described below, including without limitation, any indemnified claims which arise from any negligence on the part of Ross Township and any Ross Township employees. This agreement applies to any indemnified claims, which may be brought by Third Parties as well as by the Renter and/or any of his/her guests, invitees, visitors or members (or any of their respective heirs, administrators, executors, agents or assignees.)

_____ (Printed name of Renter)

_____ (Signature of Renter) _____ (Date)

_____ (Event Date) _____ (Facility)

_____ (Acting as Agent for and on behalf of renting Group or Organization)