

# WARREN TOWNSHIP TRUSTEES



4093 ST. RT. 212 NE ♦ MINERAL CITY, OH 44656  
Phone 330-364-3339 or 330-602-7737

## WARREN TOWNSHIP COMMUNITY CENTER RENTAL

Terms & Conditions

**For Warren Township Resident**

Hereinafter referred to as LESSEE: \_\_\_\_\_

Herein after referred to LESSOR: WARREN TOWNSHIP TRUSTEES

TERM: The term hereof shall commence on: \_\_\_\_\_, \_\_\_\_\_ AM/PM

And expire on: \_\_\_\_\_, \_\_\_\_\_ AM/PM  
(Not to exceed 8 hours)

RENT: The rent shall be \$ \_\_\_\_\_ (Cafeteria) and \$ \_\_\_\_\_ (Kitchen) and  
\$ \_\_\_\_\_ (Gym) and \$ \_\_\_\_\_ (Classroom) and  
\$ \_\_\_\_\_ (Other) \$ \_\_\_\_\_ **TOTAL \$**  
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DEPOSIT: No deposit is required. If rental facility and grounds are NOT returned to original condition you will be billed \$50.00 for cleaning.

CANCELLATION: Cancellation by THE LESSEE. If it is necessary to cancel the reservation, notification must be made at least TWO WEEKS prior to reserved date or RENT WILL NOT BE REFUNDED.

RENTAL PAYMENT: TO SECURE THE DATE, RENTAL PAYMENT MUST BE PAID IN FULL AT THE TIME OF BOOKING. PAYMENTS MUST BE MADE AT LEAST TWO WEEKS PRIOR TO THE RENTAL TERM OR BE IN CASH IF LESS THAN TWO WEEKS BEFORE RENTAL. All payments shall be collected by The Township Designee or mailed to the township Fiscal Officer at the above address.

USE OF PREMISE: Premises are to be used exclusively and solely for: \_\_\_\_\_

IDENTIFICATION of LESSOR: LESSOR shall not be liable for any damage of or injury to LESSEE or any other person, or to any property, occurring on the premises, and LESSEE agrees to hold LESSOR harmless from any claims for damages, no matter how caused.

INSURANCE: LESSEE shall have and maintain liability insurance including bodily injury and property damage. A Certificate of Insurance to be provided to LESSOR.

NO SMOKING WITHIN THE PREMISES OR ON THE GROUNDS.

NO ALCOHOL ANYWHERE IN THE BUILDING OR ON THE GROUNDS.

ALL INSIDE AND OUTSIDE DOORS MUST BE KEPT CLOSED.

### “USE PROHIBITED”

LESSEE SHALL NOT USE PORTION OF THE PREMISES FOR PURPOSES OTHER THAN THOSE SPECIFIED ABOVE.

### ‘MAINTENANCE, REPAIRS, ALTERATIONS”

LESSEE ACKNOWLEDGES THAT THE PREMISES ARE IN GOOD ORDER AND REPAIR AND SHALL SURRENDER THE SAME AT TERMINATION IN AS GOOD CONDITION AS RECEIVED, NORMAL WEAR AND REAR EXPECTED. THE BUILDING AND ITS SANITARY FACILITIES SHALL BE PROPERLY MAINTAINED. WINDOWS CANNOT BE OPENED. ONLY WHITE CHALK SHALL BE USED ON BLACKBOARDS (GREENBOARDS). NOTHING SHALL BE ATTACHED TO WALLS, WOODWORK, FLOORS, CEILING OR LIGHT FIXTURES.

LESSEE: \_\_\_\_\_  
(sign here)

Date \_\_\_\_\_

Name: \_\_\_\_\_  
(please print)

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

LESSOR: Warren Township Trustees

Date \_\_\_\_\_

4093 State Route 212 NE

Mineral City, Ohio 44656

Agent: \_\_\_\_\_

Phone 330-602-7737