



## BOROUGH OF KENHORST

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Manager Approval: \_\_\_\_\_ DATE OF USE: \_\_\_\_\_

### AGREEMENT FOR USE OF THE KENHORST BOROUGH COMMUNITY CENTER

Name: \_\_\_\_\_ Address: \_\_\_\_\_  
Telephone (home) \_\_\_\_\_ Cell: \_\_\_\_\_  
Purpose of Usage \_\_\_\_\_ # of Attendees \_\_\_\_\_  
Hours Requested – from \_\_\_\_\_ to \_\_\_\_\_

**I/We do hereby agree and accept responsibility to the following conditions:**

1. Rental of premises limited to Kenhorst Borough residents ONLY – 21 years of age or older.
2. Community Center Rental Fee - **\$150.00 (maximum 5 hours use)** in addition to these charges, a **\$ 100.00 Security Deposit** is required. This Deposit will be refunded if premises are left in the same condition as found when rented.
3. All windows should be closed, lights turned out, and any **debris/trash must be cleaned up, put in bags and removed from the premises ( i.e. take all trash with you )**.
4. No music or entertainment after 9:30 p.m. The Community Center must be vacated by no later than 10:00 p.m.
5. Thermostat can be set to desired temperature during event, but must be reset to 50 degrees when leaving the building.
6. The chair rack should not be moved from present position.
7. No streamers or other decorations are to be taped/ tacked to the walls or ceiling.
8. **No alcoholic beverages or any controlled substance are allowed on the premises.**
9. Borough officials and police have the right to make periodic checks while Community Center is being used.
10. Agree to indemnify, save harmless, and reimburse the Borough for expenses the Borough would have to expend as a result of the within usage of the facility and further releases the Borough from any claims that may be filed against the Borough as a result of said usage.
11. No type of Fog Machine is allowed to be used. If the Police and /or Fire Company need to respond, you will be charged for their services. (Minimum Charge \$100.00)
12. **No smoking is allowed on the premises or within The Community Center.**
13. Agree to only use paved area in front of Community Center to load/unload during event. All vehicle parking must be located in designated parking lot.

**Note: Certain uses of this property may require the user of this premise to provide security personnel approved by the Borough. Please allow 30-35 days to obtain approvals.**

**Note: Any request to use grills/smokers, etc. outside the Community Center must first obtain the approval of Borough Council.**

**Note: Any violations of the above items will cause immediate vacating of the premise.**

**AGREEMENT –**

I agree not to pass the key on to any other person or persons without the Parks & Playground Committee Chairman's consent and will return the key to the Borough Hall, putting it into the mail slot in the front door, immediately after locking and leaving the Community Center. Key must be picked up from the Borough Hall on Friday, prior to the reservation date between noon and 4 pm.

**FAILURE TO COMPLY WITH ANY ONE OF THESE CONDITIONS COULD RESULT IN A REFUSAL FOR FUTURE USE OF THE COMMUNITY CENTER BY BOROUGH COUNCIL.**

*PARKS & PLAYGROUND COMMITTEE*

**RELEASE OF LIABILITY**

THIS RELEASE, executed on \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

Herein referred to as "Releaser" Intending to be legally bound and in consideration of Releaser being permitted to use the facilities of the Borough of Kenhorst, Berks County, Pennsylvania, herein referenced as "**Releasee**" Borough of Kenhorst, its public officials and employees as hereinafter execute this Release with the expressed intention of effecting the extinguishment of obligations as herein designated.

Releaser, with the intention of binding himself/herself, his/her spouse if any and his/her heirs, legal representatives with assigns, expressly releases and discharges Releasee from all claims, demands, actions, judgments and executions which Releaser ever had or now has or may have, or anyone claiming through or under Releasee may have or claim to have against Releasee created by or arising out of Releaser's participation at The Borough of Kenhorst Park or Community Center on (day of week) \_\_\_\_\_ on (date) \_\_\_\_\_ during calendar year 20\_\_\_\_, and being more fully described in the application and policy as set forth by the Borough of Kenhorst attached hereto and made a part hereof.

IN WITNESS WHEREOF, Releaser has executed this Release at the Borough of Kenhorst, Berks County, Pennsylvania on the day and year first written above,

**RELEASEE:**

**RELEASER:**

\_\_\_\_\_  
SIGNATURE OF KENHORST MANAGER

\_\_\_\_\_  
SIGNATURE OF RELEASER

\_\_\_\_\_  
Please Print Name of Releaser

**Please keep a copy of this agreement with you during your event to confirm your reservation.**

**Thank You.**