DUNN CENTER RENTAL CONTRACT

Renter Name:_____ **Event Date:**_____

Phone Number:_____ **Email:**_____

Group/Organization:_____

Renter Address:_____ Phone:_____

Rental Period (circle all that apply): Upper Level: 8am-2pm or 3pm-9pm
Lower Level: 8am-12pm or 12:30 pm-4:30 pm or 5pm-9pm

Purpose (i.e. fundraiser, party, shower, meeting, etc.)

_____

Today's Date:_____ **Approx. # of Guests:**_____ **I have signed the Hold Harmless Agreement** Y / N

Included Amenities

Bathrooms

Kitchen—**Upper level only**

Tables

Chairs

Electric Outlets

Climate Controlled Environment

Cleaning Supplies, Trash Bags

Please Note:

NO ALCOHOL is permitted at the Dunn Center.

Smoking is not permitted on the premises. This includes the parking lot.

You must vacate the property by the end of your rental period. The doors will unlock automatically at the start of your rental, and will lock at the conclusion. Exiting late will cause the alarm to sound and may result in forfeiture of your deposit.

Any damages or un-warranted clean up will result in a loss in your deposit.

If police assistance is called by the neighborhood, your privilege to use the facility will be terminated immediately. Exeter Township Police may arrest and detain any individuals and/or issue citations.

_____
Initial here

Please read and sign the following:

The information above has been completed truthfully and to the best of my ability. I understand that any misrepresentation of the information contained herein may result in the denial or cancellation of this permit. Further more, I have read and understand all rules and regulations in the Dunn Community Center Usage Policy that was provided to me by the Township.

A security deposit of $200 is required for rental of the Upper Level of the Dunn Center, and $100 for the Lower Level, in the form of a check (made payable to Exeter Township) or a money order. Should damages be sustained in excess of the security deposit, the party signing this document will be responsible for the total amount of the damages.

I have read and understand these statements, and accept the terms of this permit.

Renter's Signature/Date:_____

OFFICE USE ONLY:

Rental Fee_____ CREDIT CARD_____ Deposit_____

CASH_____ CHECK NO._____ Date Pd_____ MONEY OR._____ CHECK NO._____ Date Pd_____

Initials_____ Initials_____