



Town of East Granby

APPLICATION FOR USE OF EAST GRANBY RECREATION CENTER



Type of Event _____

Organization or Individual Name/Applicant _____

Address _____

Home Phone _____ Work Phone _____ Cell Phone _____

Email Address _____

Event Information:

Date _____ Anticipated Attendance _____

Arrival Time _____ am/pm Departure Time _____ am/pm Total Hours _____

Day of Event Contact Person _____

Home Phone _____ Work Phone _____ Cell Phone _____

Recreation Center Information:

RESIDENT RENTAL FEE: \$25 Per Hour. Rental time should include time for set up and clean up. The town does not provide this service.

DEPOSIT POLICY: All persons or groups, other than Town Government or organizations, are required to post a deposit of \$250 to rent the Center. Any damage or cleaning fees incurred will be deducted from the deposit and any amount exceeding \$250 will be the responsibility of the renter or organization.

ADVANCE RESERVATIONS: Town Government and organizations have first priority for booking this facility. The town reserves the right to cancel any activities due to emergency situation or inclement weather.

HOLD HARMLESS AGREEMENT: User agrees that it will indemnify and hold harmless the town and its respective officers, agents, and employees from any loss, damage, expense, and liability whatsoever kind or nature resulting directly or indirectly from the nature of use covered by this contract resulting in bodily injury including death, personal injury, or damage to property.

The Recreation Center was built and is maintained by your tax dollars. Our goal is to allow as many people as possible to use it, while maintaining it in the best possible condition.

I ACKNOWLEDGE AND AGREE TO THE TERMS AS STATED ABOVE.

Renters Name—Printed

Renters Signature

Date

DO NOT WRITE BELOW THIS LINE

Approved by _____

Date _____

Certificate of Insurance _____ Name of Agent _____

Special Conditions _____

Cc: _____ Selectmen's Office _____ Police Department _____ Public Works Department _____

Return this form, with the \$250.00 deposit, to the East Granby Parks & Recreation Department, PO Box 1858, East Granby, CT 06026.

PARKS & RECREATION CENTER RULES

1. No alcoholic beverages.
2. No smoking allowed.
3. Candles and open flames prohibited.
4. Decorations may not be attached to walls. They may be taped to wood, metal, or plastic. No tacks or staples are to be used.
5. Youth groups must be properly supervised in proportion to group size.
6. No religious services may be conducted.
7. The Recreation Center may not be used for personal financial gain.
8. All trash must be bagged and emptied into the dumpster outside of the building.
9. Room must be returned to original setup.
10. Tables must be wiped down and kitchen cleaned thoroughly if used. Floor must be swept clean. Cleaning supplies, sponges, paper towels, etc., are not provided by the town.
11. No food shall be left in the refrigerator.
12. Turn off lights and lock door upon leaving.

If you have any questions about the recreational facilities, please call the Parks & Recreation Office at **860-653-7660**. It is a good idea to visit the facilities before making reservations to insure that our facilities meet your needs and expectations.

I HAVE READ THE ABOVE RULES AND WILL ABIDE BY THEM. I WILL BE HELD FINANCIALLY RESPONSIBLE FOR ANY DAMAGES THAT OCCUR DURING MY USE OF THE RECREATION CENTER.

NAME

DATE

NOT RESPONSIBLE FOR LOST OR STOLEN ARTICLES!

