

Morris Township Community Center Rental/Agreement page 1

The Morris Township Supervisors/Community Center Manager does hereby agree to rent the social hall

Unto _____ on (date) _____

for the purpose of _____ from _____ to _____

Would like early access if available.

Renter will pay a security deposit of \$ _____ on the date that this contract is signed and submitted. This will ensure the reservation of the premises for the date and time in which the building has been contracted.

**IN THE EVENT A DATE IS SCHEDULED WITH LESS THAN 30 DAYS PRIOR NOTICE,
PAYMENT WILL BE MADE ON A CASH BASIS ONLY (NO CHECKS).**

Furthermore, Renter agrees that the deposit shall not be refundable after 30 days of its payment in the event the activity is canceled. There shall be a check fee of \$30.00 for all returned checks.

A balance of \$ _____ (for rental) will be paid-in-full 30 days prior to the event.
If said balance is not paid as provided, renter agrees that the deposit and rental date shall be forfeited.

I, the undersigned, have read, completely understand and agree to the rules, the regulations, terms and conditions noted on page 2.

Name: _____ **Signature:** _____

Address: _____

Email: _____ **Phone:** _____

The costs for full day rental are as follows:

\$600.00 fee plus \$300 deposit Social Hall – wedding reception (noon day before – noon day after event)

\$300.00 fee plus \$125 deposit Social Hall – baby/birthday/bridal/reunion (8am – 10pm)

\$ 75.00 fee plus \$75.00 deposit Pavilion rental (no Community Center Building access)

*Note Pavilion has only walk in access no drive in access available but parking lot above community center available to park in

* *No Charge* - Social Hall for Approved Public Meetings if the Building isn't already rented (*Donations always accepted*)

* The playgrounds are always open to the public regardless of scheduled events.

Please complete and return this page with proper payment to Box 34 Nineveh PA 15353

Make Check Payable to: Morris Township

YOUR Check List: _____ Check for deposit _____ driver's license# of person signing the agreement

Email to mtccg2025@gmail.com before access pin# is given out by the Community Center Manager.

Return this Page 1 with payment and keep Page 2 for your records

Office Use Only: _____ Pin Number _____ Building Condition after rental _____ Good _____ Fair _____ Bad no deposit back
Additional notes:

MGR Initial _____ Bldg Inspected _____ Deposit check # _____ Balance check # _____ (Secretary) Deposit returned by mail date _____ chk# _____

Morris Twp Community Center Location: 1713 Browns Creek Road, Nineveh PA 15353

Mailing Address: PO Box 34, Nineveh PA 15353 Attn: MGR Renee Email: mtccg2025@gmail.com Cell: 724-998-8070

Keep this page for your records
Morris Township Community Center Rental/Agreement page 2

1. Renter will pay a security deposit of \$ _____ by the date that this contract is signed and submitted. This will ensure the reservation of the premises for the date and time in which the building has been contracted. IN THE EVENT A DATE IS SCHEDULED WITH LESS THAN 30 DAYS PRIOR NOTICE, PAYMENT WILL BE MADE ON A CASH BASIS ONLY (NO CHECKS). Furthermore, Renter agrees that the deposit shall not be refundable after 30 days of its payment in the event the activity is canceled. There shall be a check fee of \$30.00 for all returned checks.
2. A balance of \$ _____ (for rental) will be paid-in-full 30 days prior to the event. If said balance is not paid as provided, renter agrees that the deposit and rental date shall be forfeited. Access Pin will be provided after payment has been received.
3. The costs for rental are as follows (full day rental):
\$600.00 fee plus \$300 deposit Social Hall – wedding reception (noon day before – noon day after event)
\$300.00 fee plus \$125 deposit Social Hall – baby/birthday/bridal/reunion (8am – 10pm)
\$ 75.00 fee plus \$ 25 deposit Pavillion - (no Community Center Building access) Note this is walk in only no driving in access (Electric is available)
*The playgrounds are always open to the public regardless of scheduled events.
*No Charge - Social Hall for Approved Public Meetings if the Building isn't already rented (Donations always accepted)
* Social Hall rental for HS reunions for senior citizens will get a \$50 discount off their rental
4. **USAGE TIME:** The Social Hall may be decorated at Noon the day before if not rented out. Note this can change up to the time of rental.
*Exception for wedding reception rental, the calendar will be marked for Noon, the day before to midnight day of to accommodate the event.
5. **DEPOSIT:** The Deposit Amount of _____ will be refunded within 30 days by check only if the (Social hall, kitchen, foyer and bathrooms) have been cleaned, undamaged, tables and chairs left the way they were when you came, the tv remote is to be returned to its holder behind the tv, and the entire premises is left in the same condition it was before it was rented. This includes outside of building as well. If the inspection of the building, contents and property does not meet the satisfaction of the Building Manager, damage will be paid by the renter and the deposit will be forfeited.
6. **RENTAL ITEMS:** The Social Hall Capacity is 160. 20 round white tables and 120 black chairs are provided for use. The Kitchen is furnished with a refrigerator with bottom drawer freezer, 4 burner gas stove, microwave as well as two large islands. A TV is also available for use in the hall.
7. **ACCESS:** An access number will be assigned and given after full payment has been made and driver's license copy sent to the community center manager. This access is only for the rental period and will not work before or after your allotted requested time. Access point is through the side door by the kitchen area on the right side of the building.
8. **DECORATING:** No items are allowed on the walls for decoration. All decorations will need removed when event is over. It shall be the sole responsibility of the renter to supply all items needed for their event.
9. **DO NOT:** Tables, chairs or other equipment will not be removed from the Social Hall. Furthermore, standing or sitting on the tables is prohibited. Please do not touch the tv screen and keep remote in place behind the tv when not in use.
10. **ALCOHOL:** No alcoholic beverages may be served to any persons under 21 years of age. The renter is liable if anyone under 21 years of age is served. You also agree you will not sell any alcohol at your event. No alcoholic drinks shall be taken from the social hall and any person(s) removing alcoholic drinks from the premises will be removed from the grounds. *Please be responsible and aware our township police station also resides at the community center.
11. **CLEANUP:** Immediately following the event cleanup will take place. All trash will be bagged for removal and placed in the trash bin outside from the kitchen exit. The floor will be swept and mopped. All decorations and items you brought you must remove. Table and chairs are to be left how they were when you came. All Lights turned off that will go out.
12. **PAVILION:** All Decorations and trash in the trash can provided is to be disposed of in the main trash bin outside of the community center. The pavilion area is to be cleaned up and nothing is to be left from your event afterwards.
13. **INSPECTION:** An inspection of the hall will be made by the Social Hall Manager before and after your scheduled event.
14. **LIABILITY:** The Morris Township Supervisors and Community Center Manager are not liable for any theft, damages or injuries sustained on the premises. Nor liable for any illegal alcohol use or fines received if served to a minor. Lessee hereby agrees to indemnify and hold harmless Morris Township, its elected and appointed officers, employees, agents and volunteers from any and all suites, claims, liability, causes of action and demands for damages, for loss of property, injury to persons or property, including attorney's fees, brought by any person or entity, arising from the use or occupancy of the Rental Area, Township Building Premises. To the fullest extent permitted by law, the Lessee and its employees, officials, volunteers, agents and representatives waive any right of recovery against Morris Township, its elected and appointed officials, officers, volunteers, consultants, agents and employees for any and all suites, claims, liability, causes of action and demands for damages, for loss of property, injury to persons or property, including attorney's fees, arising out of the Lessee's use or occupancy of the Rental Area, Township Building and Premises. Such waiver shall apply regardless of the cause of origin of the loss or damage, including the negligence of Morris Township, its elected and appointed officials, officers, volunteers, consultants, agents and employees. Lessee acknowledges that by the leasing the Rental Area, Lessee and Lessee's guests, invitees, licenses or users may be exposed to normal risks of injury or harm associated with the Event. Lessee agrees and acknowledges that Lessee is responsible for Lessee's safety and the safety of Lessee's guests, invitees, licensees or users. Lessee acknowledges that the terms of this Contract are construed and interpreted in accordance with the laws of the Commonwealth of Pennsylvania.