

**FAIRVIEW PARKS & RECREATION AUTHORITY
PLEASANT RIDGE PARK PAVILION
Rules and Lease Contract**

Renter agrees to any/all of the following:

1. The pavilion may be reserved up to one (1) year in advance to the day, on a first come, first served basis.
2. **Holding fee and signed contract received by FPRA staff will have first priority on dates over any other method.** Reservations do not carry over to the next year.
3. Park hours are from 8:00 AM to dusk. **Your rental hours for the PAVILION HOURS 8:00 AM TO 10:00 PM.**
4. **LATE DEPARTURES, UNRULY BEHAVIOR OR BREAKING NOISE ORDINANCE WILL BE CONSIDERED BREACH OF CONTRACT & SUBJECT TO FORFEITURE OF SECURITY DEPOSIT(S) & NOTIFICATION OF LAW ENFORCEMENT.**
5. Set-up/take down/clean-up of the pavilion must occur within the contracted rental hours.
6. **The FPRA and Fairview Township forbid the sale of alcohol at Pleasant Ridge Park, however, should the renter choose to provide or allow others to bring alcohol to the park, the renter shall provide evidence of adequate insurance to cover any claims resulting from the consumption of alcohol, on or off the premises of Pleasant Ridge Park. At a minimum, a certificate of homeowners' insurance or the like will be required.**
7. Renter must be 21 years of age or older. **The signer of this contract will be held responsible for the rental and must be present from start time to end time.**
8. Any rental with an excess of 150 people must rent a Port-a-John.
9. **PAYMENT:**
 - (a.) **Holding Fee of \$100.00 is due at time of reservation** and will be refunded in full after rental date if the facility is left in good repair and the clean-up check list (see attached) is satisfied & returned to the FPRA office or Fairview Township personnel. (Not part of the regular rental fee)
 - (b.) **An additional \$200.00 deposit is due with at signing of contract** if allowing Amplified Sound.
 - (c.) Rental Fee must be made in full two weeks prior to date of booked event. Failure to do so will result in loss of reservation and deposit.
 - (d.) **All checks should be made payable and mailed to:**
Fairview Parks & Recreation Authority, 7471 McCray Road, Fairview, PA 16415
10. **CANCELLATIONS** must be made in writing by the renter via the FPRA Rental Cancellation Request Form. This form must be complete to be valid and cancellations made as of the Cancellation Effective Date will follow the guidelines set forth:
 - (a.) More than two weeks prior to booked date will forfeit \$50.00.
 - (b.) Between one and two weeks of booked date will forfeit \$100.00.
 - (c.) Less than one week of booked date will forfeit all rental fees & deposits.
 - (d.) ***Should your rental be cancelled by FPRA/Township, a full refund will be issued.***
12. Fairview Township Supervisors are the authority in assessment for security deposit discrepancies.
13. Renter is responsible to pay for any damages that may occur during the rental of our facility.
14. Renter is responsible for all clean-up. Facility must be left in the same condition or better than found.
15. **All garbage** must be bagged, tied and disposed of in the dumpster. The floor, bathrooms and general pavilion lawn and parking area must be left clean and free of food, trash and paper.
16. Firewood for the fireplace is **not supplied** – you must bring your own if you wish to use the fireplace. Fire must not be any larger than 3 feet in diameter or flue will not work properly.
17. Renter is responsible to bring own propane tank if he/she would like to use the gas grill.
18. All activities must be Pennsylvania State legal and family friendly.
19. **** NOISE ORDINANCE –**
Amplified Sound is only permitted Friday thru Sunday for no more than 4 hours each day sound is allowed, starting no earlier than noon, and must end no later than 8:00 PM Friday or Saturday and no later than 6:00 PM Sunday. NO amplified sound permitted Monday thru Thursday. Please be considerate of neighbors and keep noise to a reasonable level. If complaints are made to police or Twp. Supervisors you will forfeit **both** deposits.
20. Notice is given that the property may be subject to video surveillance.

In case of emergency please contact one of the Township Supervisors:

Pete Kraus (814) 881-4194,
Mark Gennuso (814) 323-3235
Justin Pacansky (814) 969-6266



**PLEASANT RIDGE PARK
PAVILION RENTAL CONTRACT**
 Located at: 8271 Barker Road, Girard, PA 16417
 FPRA office: 7471 McCray Rd, Fairview, PA 16415
 Phone: 814-474-5077 Fax: 814-474-1199
 Email: parks-rec@fairviewtownship.com

Today's Date: _____

Name: _____ Rental Date(s): _____
 Address: _____ City: _____ State: _____ Zip: _____
 Phone: (Home) _____ (Work) _____ (Cell) _____
 E-mail: _____ Driver's License #: _____ State: _____
 Type of Event: _____ Approx. # Attending: _____

Are you allowing Alcohol: _____ Are you allowing Amplified Sound? YES / NO
 (If yes, please have your insurance company mail/fax/email us a copy of your homeowners certificate of insurance)

DEPOSITS:
 (Due at time of reservation, will be refunded after event, see #10 of Rules and Lease contract)

Date Holding Fee Paid: _____ Check # _____ Amount: \$ 100.00
 Date Refunded: _____ Check # _____ Amount: \$ _____

Additional Deposit of \$200.00 due upon signing of contract for Amplified Sound

Date Paid: _____ Check # _____ Amount: \$ _____
 Date Refunded: _____ Check # _____ Amount: \$ _____

RENTAL RATES:
 (Must be made in full (2) two weeks prior to date of booked event. Rental rate is for (1) one day 8:00 am – 10:00 pm.)

<u>In-Season (April 1 thru November 30)</u>	<u>Out of Season (December 1 thru March 31)</u>
Weekend Rate (Fri, Sat, Sun) \$375.00	Weekend Rate (Fri, Sat, Sun) \$190.00
Weekday Rate (Mon thru Thu) \$275.00	Weekday Rate (Mon thru Thu) \$140.00

Rental Fee: \$ _____

*Fairview residents receive a \$100.00 discount on **In-Season Rentals ONLY** - \$ _____

Date Rental Fee Paid: _____ Check #: _____ **Total Due: \$ _____**

Checks payable to: Fairview Parks and Recreation Authority. Date will be reserved upon receipt of contract and deposit.

READ ENTIRE CONTRACT BEFORE SIGNING AND RETURNING

I agree that a thorough check will be made of the rented facility before departing to ensure site is clean and there has been no damage. I understand that failure to complete and return the checklist and/or any damages done will forfeit my \$100.00 Holding Fee without recourse plus any additional damage costs. I further understand and agree that failure to pay for or cancel reservations within the appropriate time frames will result in the loss of all or part of my Holding Fee/rental fees. I also understand that if at any time I violate any terms of this contract (including noise provisions about amplified sound) my deposit(s) will be forfeited. I have read and agree to abide by all rules and regulations as stated above and in Rules and Lease Contract.

SIGNED: _____ DATE: _____
 FPRA Rep: _____ DATE: _____



**FAIRVIEW PARKS & RECREATION AUTHORITY
PLEASANT RIDGE PARK PAVILION
Clean Facility Checklist**

Name of Renter: _____ Date: _____

Type of Event: _____

	Acceptable to Renter	Acceptable to FPRA
a) Floors swept	_____	_____
b) Tables, seats, counters, carts wiped clean	_____	_____
c) Kitchen wiped down & sinks scoured w/ cleanser	_____	_____
d) Stove top and oven clean	_____	_____
e) Refrigerator empty & clean	_____	_____
e) Bathroom sinks clean & toilets/urinals flushed	_____	_____
f) All garbage cans emptied with new liners and taken to dumpsters	_____	_____
g) All grounds around pavilion picked up/clean	_____	_____
h) Fireplace locked & left in good condition	_____	_____
i) Key returned to FPRA Representative	_____	_____

***** Failure to complete this checklist with Fairview Parks and Recreation representative
will result in loss of entire security deposit*****

Signed Renter: _____ Date: _____

Signed FPRA Rep: _____ Date: _____