

GWINN COMMUNITY CENTER (CLUBHOUSE) RULES

AREAS TO BE USED

All persons using the Clubhouse areas are restricted to that specific area and the restrooms only.

ELIGIBILITY

These facilities are available to residents and nonresidents:

1. Special Events: Such as anniversaries, wedding receptions, birthdays, showers, funerals, public dances, along with various other functions. (Some functions may require Board Member approval.) Insurance requirements apply.
2. Any individual 21 years of age or older, group or organizations. Insurance requirements apply.
3. Youth groups – Parental supervision is required at all times. The number of supervisors will depend on the size of the group (Subject to State Requirements). The responsible adults will make reservations for the building. Insurance requirements apply.

RULES AND RESPONSIBILITIES

1. Persons reserving the building are required to abide by the rules and regulations governing the use of the facility and will be asked to sign this affidavit. They will also be liable for any damage to this property through negligence.
2. All persons using township facilities are required to provide their own Liability Insurance, with a minimum of \$500,000 of Liability coverage.
3. Alcohol use is strictly prohibited in the Clubhouse or Clubhouse grounds at all times.
4. All persons using the building for receptions, anniversaries, and public dances must be out of the building by 1:00 am. Those using the building for other events must be out by 9:00 pm.
5. All persons using the facilities are asked to respect the private property surrounding the area in regards to parking, noise, and litter. No parking in, or blocking of, township or private driveways.
6. An adult supervisor must be appointed to be responsible for the actions of their respective group.
7. Smoking is not permitted in any part of the township buildings. If smoke alarms sound because of smoking and the fire department responds, you will be responsible for the fire department bill.
8. Rowdiness and misconduct will not be tolerated. Any persons deemed guilty of these charges by those in authority will be expelled from the building and grounds.
9. No township property is to be removed from the premises. Anything missing or destroyed will be paid for by the applicant.
10. The applicant shall not assign, transfer, or sublet this agreement, or any part thereof, without written consent of the Township Board.
11. Occupancy shall not exceed the Fire Occupancy Codes and Regulations for the requested area.
12. No Bounce Houses are permitted in the Building.
13. No food or drink permitted in the gym.

14. No Silly String.
15. No nails, tacks or staples in woodwork or walls.
16. Do not hang items from fans.
17. Must bring own utensils if using the kitchen.
18. If kitchen is used, it must be cleaned before leaving.

CLEAN UP RESPONSIBILITIES

All persons are responsible for their own set up and clean up. **A deposit of \$100 is required. Refund of the deposit will be issued only if all rules have been followed. If they have not, the cleanup costs will be taken out of the \$100 deposit. If the cleanup exceeds the \$100 deposit, you will be billed for the remainder.**

1. Remove all decorations and personal items.
2. All garbage must be brought to the appropriate disposal site (near garbage can). When available, it must be put by the back door of the Big Room.
3. Clean up responsibilities must be completed immediately after the event.
4. Clean up includes any litter created during the event. This includes litter inside and outside of the facility.
5. The applicant will be responsible for clean-up costs if area is left littered or damaged.

HOLD HARMLESS/INDEMNIFICATION AGREEMENT

Applicant agrees to the following:

1. Applicant has received, reviewed, and fully understands the rules for use of this facility. Applicant and all members of applicant's group or organization shall abide by the facility rules.
2. Applicant has inspected the Township property or premises proposed for use and have determined that they are in a safe and appropriate condition for the activities planned. Applicant and all members of the Applicant's group or organization hereby agree that said property or premises will be kept and operated in a safe and appropriate condition.
3. Applicant and members of applicant's group or organization, individually and collectively, hereby waive, release, and discharge any and all claims for or right to claim damages for any personal injury, death, or property damage as a result of Applicant's use of the Township's facilities.
4. Applicant and members of applicant's group or organization, individually and collectively, hereby agree that they shall defend, protect, and indemnify Forsyth Township and hold it harmless from any and all liability, claims (including liquor liability claims), costs, attorney fees, expenses, demands, lawsuits, and every cause of action of every kind and every character, arising in favor of any person, including the parties hereto and their employees, on account of personal injuries, death, or damage to property in any way incident to or in any way resulting from any act or omission of the Applicant's group or organization, anyone directly or indirectly employed by any of them, or any one for whose acts any of them may be liable.

5. Applicant is expressly authorized to bind each and all members of applicant's group or organization.

I take full responsibility to abide by all the above stated rules and regulations in this contract.

Date of Event: _____ Time Facility Needs to be Accessed: _____

Time Facility will be Vacated: _____

Type of Function: _____

SIGNATURE: _____

PRINT NAME: _____

ADDRESS: _____

PHONE NUMBER: _____

DRIVER'S LICENSE NUMBER: _____
(FOR NON-RESIDENTS ONLY)

Deposit of \$100 has been received: _____
Check # / Employee Initials Cash / Employee Initials