



Avon Community Center Rental Agreement
2155 Eaton Drive

Renter Name: _____

Address: _____ City/State/Zip: _____

Phone: _____ Email: _____

Type of Event: _____ Estimated # of Guests: _____

Event Date: _____ Start Time: _____ End Time: _____

Payment Procedure

Any booking requires the refundable security deposit and all hourly rental to secure the date.

A. Payments: All payments may be made at City Hall, 36080 Chester Road. Cash, check, cashier's check, or money orders are acceptable. There will be a \$50 service charge for any check that is returned for insufficient funds.

B. Cancellations: Any cancellation less than 90 days prior to the event will forfeit all rental fees. The security deposit will be refunded.

C. Security: For events requiring security, \$35/hour cash will be paid to the security officer at the event.

D. Pricing:

Avon Residents	\$60 – 2 hour minimum
	\$20 per hour for each additional hour
	\$50 refundable security deposit

Non-Residents & Business	\$100 – 2 hour minimum
	\$25 per hour for each additional hour
	\$100 refundable security deposit

Resident _____ Non-Resident _____

Rental Fee: _____

Security Deposit: _____

Total Amount = _____

Security Deposit Received From: _____

Event Date: _____ Refund Amount Due: \$ _____

Approved by: _____ Date: _____

_____ I acknowledge the receipt of the Avon Community Center Rules.
(initials)

I, _____ for value received as renter/user of the Avon Community Center forever discharge the City of Avon, all its agents, representatives and employees thereof, from any and all actions, cause of actions, claims and demands for, upon or by reason of any damage, loss or injury, of whatsoever kind and nature, arising from, and by reason of any known and unknown, foreseen, bodily and personal property or any items in storage, and the consequences thereof by me and any successors and assigns of the same, resulting from the rental/use of, or any party thereof, located in the City of Avon.

I agree to abide by all facility rules as set forth in the attached document entitled "Facility Rules" and agree to pay all fees associated with the rental as set forth in the "Payment Procedures"

Alcohol WILL be served _____

Alcohol WILL NOT be served _____ **(initial)**



FACILITY RULES

No smoking in the building.

No taping, nailing or adhering decorations to the walls in any way.

Anyone defacing the building or stealing anything from the building will be barred from using the Avon Community Center again and may face legal action from the City. The security deposit will be forfeited.

In the event the security deposit made by the individual, group or organization is insufficient to cover the cost of the necessary labor or replacement for lost or damaged equipment or furniture, or damage to the building or property, the individual representing the group or organization will be held personal responsible for such damage, loss or replacement.

Tables and chairs must be cleaned and placed back in racks.

All trash must be removed and placed in dumpster outside of the building.

Refrigerators must be emptied.

Clean up any spills immediately. There are cleaning products available in the utility closet.

You must be out of the building by midnight.

Alcohol may be consumed but may NOT be sold. No "cash bars" are permitted by law.

An off-duty officer will be required for any event serving alcohol. The Parks & Recreation Department will make arrangements for a local officer to work the event. Payment must be made in cash or check directly to the officer, in the amount of \$35 per hour, prior to the start of the event.

All parties will adhere to all current Ohio Fire Codes and NFPA (National Fire Protection Association) codes and guidelines that are applicable to the use group per the AHJ (Authority Having Jurisdiction) and agreed upon by the City of Avon Parks Department. If you have any concerns or questions on these guidelines please contact the Avon Fire Prevention Bureau.

The renter and guests will abide by all codified ordinances of the City of Avon.

Community Center Coordinator: Michelle Wintrode Cell: 440-308-6851