COLONEL TOWN RECREATION

FACILITY USE AGREEMENT

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Main Phone #: ( \_)\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City/State/ZIP:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date(s) of Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Arrival Time:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Departure Time:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of Attendees:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Description of Event:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Please check all that apply:

|  |  |
| --- | --- |
| Gym Rental | $35/Hour |
| Dining Room/Parlor Rental | $25/Hour |
| Kitchen Rental | $15/Hour |
| Safe Haven Rental | $30/Hour |
| Cleaning Fee (If items are not put back and/or stage is a mess) | $25 |
| Garbage Removal Fee (If garbage is not taken out to the dumpster) | $15 |
| **Community Camp Rentals** |  |
| Largest Grill (Known as Grill #1) Rental | $100/Day |
| Smaller Grill Site Rental | $50/Day |
| Garbage Removal Fee | $20/Day |
| Maintenance Person needed for set up/clean up (Not available on Sundays) | $20 |
| Pool Party Rental  | $40/Hour |

Facility Use Rules & Regulations:

* Facility renters are required to provide a $25 deposit at the time of booking. The deposit will be given back after the inspection of the space for cleanliness.
* The user group is responsible for setup and cleanup (i.e. tables and chairs. If a maintenance person is needed to assist in this process, the fee is $20/hour. This service will not be available on Sundays.
* The user group must clean up after themselves, which includes taking the garbage away. If the garbage is not removed there will be a $20/garbage removal fee.
* The user group assumes all responsibility for any goods, materials, and equipment it places at Colonel Town before, during and after its event.
* Colonel Town Recreation will inspect for damages after each event has concluded. Damage to the facility and property shall be paid for in full by the person or group signing this agreement.
* Colonel Town Recreation is a Drug Free Zone. Therefore, smoking or other tobacco-related products are not allowed.
* If the user group is renting the facility for a public event, program, or activity, the user group must present proof of insurance. The insurance must be a $1,000,000 comprehensive general liability insurance policy naming Colonel Town Recreation as an additional insured.
* Do not overload the electric sockets (i.e. using several power strips.)
* Minors need to be accompanied by an adult on the playground and at the fishing pond.

COVID-19

* If you or your guests are sick and/or knowingly have been exposed to someone who has tested positive for COVID-19, do not enter the facility.
* If you or your guests have travelled outside of New England within the past 14 days they are not permitted to enter the facility.
* If you or your guests have had any symptoms of illness including but not limited to fever, coughing, nausea, fatigue, etc. they are not permitted to enter the facility.
* Masks are required for all upon entry into the facility.
* Physical distancing of people not from the same household is required.
* Facility renter must have measures in place to aid guests with distancing while in attendance.
* Guests should report directly to the space that is rented and not congregate in the common areas of the facility.
* Avoid passing around community materials, sign-in sheets, and writing utensils.
* Food must not be self-served nor shared communally.
* The facility renter should have a guest record in case there is a COVID exposure while in attendance.
* Failure to comply with these guidelines may result in cancelation of the event and/or inability to reserve facility space in the future.
* Guidelines/restrictions may be added at any time to assure the safety of facility users and staff.
* Facility renter is responsible to sanitize all areas and equipment that they have used.
* Facility renter is required to fill out the cleaning checklist and return to the “red box” outside of the office once completed.

Resources

 https://www.nh.gov/covid19/

 <https://www.cdc.gov/coronavirus/2019-ncov/>

Please sign below that you have read, understand and agree to the rules and regulations above. By signing you are swearing that you will not enter or permit guests to enter with symptoms, diagnosis, or exposure to Covid-19. You understand that you are responsible for guests adhering to the Covid-19 safe practices of wearing masks, social distancing and understand that gatherings of people outside of each other’s households is considered risky for communicable diseases such as Covid-19.

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Renter Signature Date