

RENTAL REGULATIONS

CANCELLATIONS must be made at least a week in advance, during normal business hours, in order to reschedule your reservation. Rental fees will NOT be refunded, but you have until the end of the calendar year to reschedule your reservation.

LIABILITY – Renters are responsible for the behavior of their guests. Renters must provide adequate supervision and protection of minors. In granting permission to use of township parks, WMT assumes no liability for individuals attending the renter's event.

BEHAVIOR/COURTESY – Avoid offensive language or behavior. Keep music volume reasonable.

COMMUNITY EVENTS (events inviting the public) must be approved by the Parks and Recreation Director at least two weeks in advance. A certificate of insurance will be required.

FOOD TRUCKS / GAME TRUCKS (private events only) must be approved by the Parks and Recreation Director at least two weeks in advance.

DOGS must be kept on a leash no longer than 6'; guests must clean up after their pets. Dogs are only permitted at the following parks: Sunset Lane Park, Dunedin Park, Westgate Park, and the Little Conewago Conservation Area .

PROHIBITED:

- **NO PROFIT MAKING**

- **NO ALCOHOL, TOBACCO, DRUGS or VAPING** – All WMT parks are alcohol-free, tobacco-free and drug-free. Violators are subject to fines.

- **NO AMUSEMENT/COMMERCIAL EQUIPMENT** – Equipment such as bounce houses and other inflatables, commercial tents, etc are not permitted in the parks for private events.

- **NO** glitter, silly string, confetti, or powder balloons.

OCCUPIED PAVILION – If the pavilion is occupied by others at the time of your reservation, inform them that you paid to reserve the pavilion. The other party must remove their belongings and leave the area immediately. If they do not cooperate, call the West Manchester Township Police for assistance.

CLEANING – The renter is responsible for all clean up & leaving the facility in the shape it was in when they arrived. TAKE ALL TRASH! Renters must remove all tape, staples, nails or push pins if used to decorate.

West Manchester Township shall not be liable to tenant or tenant's agents, employees, contractors, invitees, customers, concessionaires, licensees and any other occupant of the Demised Premises, and the tenant will hold harmless and will defend and indemnify West Manchester Township from any loss, cost liability, claim damage expense (including attorney's fees and disbursements) penalty or fine incurred arising from any injury to any occupant or damage or loss of personal property or any occupant. Tenant shall also pay all costs, expenses and reasonable attorney's fees that may be expended or incurred by West Manchester Township in enforcing this agreement.

Renter agrees to these conditions. SIGNATURE _____ DATE _____

For Office Use Only

TOTAL: \$_____ (cash ___ check # _____) Security Deposit Received: (cash ___ check # _____) COI: _____ Staff: _____