

**MT. MORRIS TOWNSHIP PARK RENTAL AGREEMENT**

G-5447 Bicentennial Drive - Mt. Morris, MI 48458

(810) 785-1054

The rental fee for the park is \$200.00 (includes \$50.00 deposit to be refunded if conditions are met below).

**Day and Date of Reservation:** \_\_\_\_\_

*Person reserving park must be a Mt. Morris Township resident and show a driver license as proof*

**Name (please print):** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Cell Phone/Additional Phone Number:** \_\_\_\_\_

**Rental Purpose:** \_\_\_\_\_ **Estimated Attendance:** \_\_\_\_\_ (Maximum: 300)

**Date Reservation Taken:** \_\_\_\_\_ **Amount Paid: \$** \_\_\_\_\_ **Staff Initials:** \_\_\_\_\_

***SPECIAL ATTENTION***

\* Cancellations **MUST** be made thirty (30) days before the event. Failure to cancel in a timely manner will result in your rental fee being held by the township as an administrative fee.

\* Bounce houses and all inflatable equipment are prohibited.

\* After your event concludes you are responsible for:

- Cleaning the picnic tables.
- Removing all trash and debris in and around the pavilion and surrounding areas. You are to remove the garbage bags, tie them, and place them in the dumpster.
- Sweeping the pavilion floor.

\* You may park in designated areas only. Parking is allowed east of the fence. There will be **NO** parking near the pavilion.

\* Restroom keys must be picked up two or three days prior to your event. The keys must be returned to the Building Department by **NOON** on the 1<sup>st</sup> business day after your event. (Please note that summer hours may be in effect, resulting in the offices being closed on Fridays.)

**IF YOU FAIL TO COMPLY WITH ANY RULE LISTED ABOVE, YOUR DEPOSIT WILL AUTOMATICALLY BE FORFEITED**

If you have complied with all the rules, your deposit will be returned. A check will be mailed within 30 days.

I understand each of the obligations contained in this rental agreement and by signing below, I take full responsibility for seeing that all conditions are met.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Office: Key received** \_\_\_\_\_ **Key returned** \_\_\_\_\_