

Guilford Township Trustees

3800 Greenwich Rd.
Seville, Ohio 44273
www.guilfordtownship.us
Organized since 1819

Gene Morris
Trustee
330-317-3008

Bob Rohrer
Trustee
330-571-1908

Jerry Winkler
Trustee
330-464-1965

Ray Ruprecht
Fiscal Officer
330-769-1929

GUILFORD TOWNSHIP TRUSTEES DIRECTED LIABILITY AGREEMENT FOR USE OF THE GUILFORD TOWNSHIP HALL

I, the undersigned, understand that the Guilford Township Hall will be reserved for use for a fee of \$70.00 for one floor (basement or main floor), \$125.00 for both floors, under the following conditions which I agree to observe. *There will not be a rental fee for township residents who choose to use hall for a funeral dinner or gathering.*

Please read and initial the following items:

- 1. No alcohol is allowed on the premises.
- 2. **No tape on walls, pipes, chairs or tables.**
- 3. No pets allowed; however, animals needed for medical reason are permitted.
- 4. No commercial fund raising is permitted; however, nonprofit groups are excluded from this restriction.
- 5. The Guilford Township Hall must be vacated by midnight on the date reserved by the undersigned. Please lock all windows, doors and EXIT through the back door(s) by the parking lot.
- 6. **The reserving individual is responsible for the cleanup procedures of cleaning tables and chairs, sweeping the floor and all trash to be removed from the Guilford Township property. Please check bathrooms for cleanliness.**
- 7. The undersigned lessee/renter agrees to pay for any damage to the Guilford Township Hall building and/or Township property and also agrees to pay replacement costs for any missing items. In addition, the undersigned individual agrees to pay a \$20/hr. cleanup cost if the Guilford Township Hall and/or Guilford Township property is left in unsatisfactory condition.
- 8. Individuals causing harm to Guilford Township Hall property may be denied use of the facilities in the future, at the discretion of the Guilford Township Trustees.
- 9. The undersigned understands and hereby acknowledges that the Board of Guilford Township Trustees shall not be responsible and/or liable for personal injury, for property damage occurring to persons and/or their guests and invitees while using the Guilford Township Hall for their own personal matters and/or for matters unrelated to the business of the Board of Guilford Township Trustees.

The undersigned releases and discharges the Board of Guilford Township Trustees from any liability, claims, demands, injuries, damages, actions or causes of action that might occur arising from the use of the Guilford Township Hall and activities conducted on Guilford Township property.

Date Reserved: _____ Usage Time: _____ Type of Function: _____

Person/Group name using facility (Please print): _____ Phone: _____

Address: _____

Please check which floor rented: Main Floor: Basement: Both Floors

Amount of payment _____ (cash or check # _____) Please make checks out to: Guilford Township Trustees
[circle payment type]

Date _____

Signature of lessee/renter

Signature of Township Representative

Revised December 21, 2017