

SLIPPERY ROCK AREA PARKS & RECREATION
320 North Main Street
Slippery Rock, PA 16057
Phone: 724-794-8180
Fax: 724-794-8181

REQUEST BUILDING USE FORM

****PLEASE KEEP THIS FORM ON THE RULES AND REGULATIONS**

1. **FEE REQUIREMENTS:**

- Payment must be received at time of registration.

2. **PROHIBITED ACTIVITIES:**

Violations of these prohibited activities could result in future loss of renting our facilities, any charges incurred as a result of violating rules, which includes but is not limited to; damage to facility, any cost incurred due to negligence or disregard to the following activities:

- **ALCOHOLIC BEVERAGES** in the building or on the grounds.
- **NO SMOKING** permitted on Park Property.
- **NO DISORDERLY CONDUCT** requiring emergency control.
- **NO DISTURBANCE OF SYSTEMS:** Fire Control, Smoke Control, Security System, Electric System
- **NO PHYSICAL DAMAGE** to the building and contents or loss of accommodations. Use of additional rooms, without renting and/or knowledge of the office personnel.

3. **USER POLICY:**

- A Rental Agreement must be signed by the individual renting the building.
- **ALL REQUIRED FEES** must be paid at the time of signing. **We will not hold a date.** Hours of rental agreement **7am-10pm.**

4. **KEY:**

- The key to the Recreation building must be picked up prior to the day of the event. Every effort will be made to contact you as a reminder, but it is your responsibility to contact the Park office and make arrangements to pick up the key. Keys must be picked up Monday through Friday, between the hours of 7:30 a.m.-3:30 p.m. The key is to be deposited into the drop box, located on the office door.

5. **BUILDING:**

- All children **MUST** be supervised in the restrooms. Children are to be supervised by Adults/Parents at **ALL TIMES!**

I understand and do hereby agree that:

1. Only those individuals authorized by the sponsoring organization shall be permitted in the building.
2. Individuals involved in the activity are limited to the use of area indicated. Parents and adults are responsible for their children's behavior.
3. **The Recreation Center key must be picked up at the Park Office, Mon.-Fri., 7:30-3:30PM. Return the key by depositing it in the mail slot**
4. **NO ALCOHOLIC BEVERAGES ARE PERMITTED IN THE PARK.**
5. The User Agency and the individuals participating in the program sponsored by the User Agency at the Slippery Rock Area Park & Recreation do hereby agree to indemnify and hold harmless from any liability whatsoever arising from the use of the Slippery Rock Area Parks & Recreation, the Slippery Rock Area Parks and Recreation board, its Individual members, the Borough of Slippery Rock, the Slippery Rock Township & The Rock School Slippery District.
6. **Reservation will not be accepted until this form is returned to this office.**
7. **Any party wanting to charge admission to their function must provide proof of a one million dollar insurance policy. The party will not be permitted to charge if this proof of insurance is not provided.**
8. The Rec Center can be rented until 10pm.

* If you have an emergency, please call the Park Director, Mary Messer at (724) 679-3334

SIGNATURE OF RESPONSIBLE PARTY

DATE