

Slippery Rock Area Parks & Recreation
320 N Main St, 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

- a. Payment must be received at the time of registration.
- b. **SRPR does not issues refunds on facility rentals.**
- c. **Non-Profits wishing to rent will need to provide an EIN # to ensure credibility.**

2.) PROHIBITED ACTIVITIES

- a. Violations of these prohibited activities could result in future loss of renting out facilities. Any charges incurred as a result of violations rules, which includes but not limited to; damage to the facilities, any cost incurred due to negligence or disregard to the following activities:
 - i. **No Alcoholic Beverages** in the building or on park grounds.
 - ii. **No Smoking** permitted on park property.
 - iii. **No Disorderly Conduct** requiring emergency control.
 - iv. **No Disturbance of Systems:** Fire Control, Smoke Control, Security System, Electric System.
 - v. **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. A Rental Agreement must be signed by the individual renting the building.
- b. **All required fees** must be paid at the time of signing.
 - i. **We will not hold a date.**
 - ii. **Hours of rental agreement: 7:00 AM – 10:00 PM**
 - iii. **Once you have paid, the rental for your selected date is final. We will not issue a refund if you reconsider.**

4.) KEY:

- a. The key to the Recreation Center or the Rotary Pavilion must be picked up prior to the day of event. Every effort will be made to contact you as a

reminder, but it is your responsibility to contact the park office and to make an arrangement.

- b. Keys must be picked up Monday through Friday, between the hours of 7:30 AM – 3:30 PM.
 - i. Key is to be deposited into the drop box, located on the front office door.

5.) BUILDING

- a. All children must be supervised in the restrooms.
- b. 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 the area indicated. Parents and adults are responsible for the children's behavior.
- 3.) **The Recreation Center and Rotary key must be picked up at the park office.**
 - a. Monday – Friday 7:30 AM – 3:30 PM
 - b. 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 Slippery Rock Area Parks & Recreation do hereby agree to indemnify and hold harmless from any liability whatsoever arising from the use of the SRAP&R board, its individual members, the Borough of Slippery Rock, Slippery Rock Township, and the Slippery Rock School District.
- 6.) **Reservations will not be accepted until this form is returned to this office.**
- 7.) **We will not issue refunds if one reconsiders their rental. Once it is paid, it is final.**
- 8.) **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.**
- 9.) Rentals can be rented until 10:00 PM.

For any emergencies, please call Denton Zeronas at 724 – 877 - 6579

Signature of Responsible Party

Date