

# Henrietta Township Hall Rental Agreement No. 180

I, the undersigned, understand that the Henrietta Township Hall will be rented for \$\_\_\_\_\_ under the following conditions which I agree to observe;

No alcohol or drugs are allowed on the premise.

Do not use or move the Trustee Meeting Table.

Make sure that everything is setup the way it was when you arrived.

Make sure all doors are locked before leaving.

Make sure the bathrooms are cleaned and toilets are flushed.

Make sure the kitchen is cleaned up and nothing is left in the refrigerator.

Sweep the floors prior to leaving.

Make sure that the thermostat is set back to the temperature when you arrived.

Make sure all the lights are shut off.

All garbage is to be taken with you. The township does not have a dumpster.

The undersigned understands and hereby acknowledges that the Board of Trustees of Henrietta Township shall not be responsible or liable for personal injury or property damage occurring to persons or their guests while renting the Town Hall.

Date Reserved\_\_\_\_\_ Time\_\_\_\_\_ Type of Function\_\_\_\_\_

Name\_\_\_\_\_

Address\_\_\_\_\_

Signature: \_\_\_\_\_

If there is any issues that should arise please call Trustee Joe R. Knoble at (440) 320-6804, if he cannot be reached please call John Matus at (216) 346-1208.