

**THE USE OF THE FACILITIES WILL BE SUBJECT TO THE FOLLOWING  
TERMS AND CONDITIONS:**

1. **To be bound by the terms of this written contract, all the terms of which are deemed to be completely herein contained.**
2. All groups or organizations shall request and schedule use through the Dover Township Municipal Office.
3. Approval for use of the recreation facility by groups or organizations must be granted by the Township.
4. The Renter assumes full responsibility for the conduct of all persons attending the subject functions, including compliance with all TOWNSHIP ordinances (i.e. ordinances relating to noise, recycling, removal of trash, etc.).
5. The Renter must obtain any special permit required by ordinances or other government entities (i.e. bingo license, small games of chance license).
6. The Renter agrees to abide by capacity regulations.
7. **Parks are open to the public. There may be other rentals in other buildings during your rental. Please be respectful of other rentals in the park.**
8. **A key deposit that is equal to the rental price will be required when the key is picked up.**
9. The key deposit will be returned when the key is returned to Dover Township. The building must be left clean and in good condition.
10. The Renter is responsible for SET UP, TEAR DOWN and CLEAN UP of the facilities immediately after use. All tables and chairs must be put away.
11. Renters must remove all personal property from the premises at the end of rental time. Any property left will be subject to a loss of security deposit.
12. Renters will not bring bottled gas in buildings.
13. **Trash must be removed from the buildings used and placed in the dumpster or taken home with the renter.**
14. Groups or organizations ONLY have the building/facility for the dates/times stated on the permit. **NO EARLY ENTRANCE.**
15. Groups or organizations using the facilities must provide all cookware and utensils.
16. Renters are not to use any food or other personal property of the TOWNSHIP unless specifically contracted.
17. **NO ALCOHOLIC BEVERAGES ARE PERMITTED IN ANY PARK OR RECREATION AREAS.**
18. ANY damage to the facilities by the group or organization will be paid for by that group or organization. **Tables and chairs may NOT be used outside of the buildings.**
19. **PARK HOURS ARE DAWN TO DUSK. Renters agree to vacate the premises as soon as possible after the subject function. RENTALS MUST BE VACATED BY DUSK.** (Log House/Community Building rentals must be vacated by midnight.)
20. **Renter must notify the TOWNSHIP thirty (30) days in advance of rental date or any cancellation or be liable for half the contract price; NO REFUNDS FOR PAVILIONS!**
21. The Renter agrees to release, indemnify and save harmless the TOWNSHIP and all employees, agents, or officers of TOWNSHIP for injury to any person or property, or personal property, lost or stolen.
22. **The TOWNSHIP reserves the right to reject or revoke any application or amend these rules at any time. TOWNSHIP reserves the right to cancel any and all signed contracts and refund the applicable deposit.**
23. **KEY MUST BE PICKED UP WEEK OF RENTAL (M-F 8-4:30); TOWNSHIP WILL NOT BE HELD LIABLE IF RENTER DID NOT PICK UP KEY. FAILURE TO PICK UP KEY WILL RESULT IN A \$75 UNLOCK FEE. *Township is not open weekends or holidays.***