

**MADISON TOWNSHIP, FRANKLIN COUNTY
PARKS & RECREATION DEPARTMENT**

4575 Madison Lane Groveport, OH 43125 Phone: 836-5308 FAX: 836-5370
www.madisontownship.org

MADISON TOWNSHIP, FRANKLIN COUNTY COMMUNITY CENTER
4575 Madison Lane
Groveport, OH 43125

RESERVATION FORM - 2008

GENERAL INFORMATION:

- * Hours: 8:00 A.M. to 12:00 Midnight
- * Applicant must be 21 years of age.
- * Confirmation: A signed confirmation will be issued to applicant upon acceptance.
- * NON-REFUNDABLE FEE: Due back with this form by date indicated below. Certain activities may be required to retain the services of a Madison Township Police Officer at a charge of \$31.00 per hour.
- * Use of this facility is strictly for non-profit activities/functions.

NAME: _____ **HOME#** _____ **CELL#** _____
DAYTIME # _____

ADDRESS: _____ **CITY:** _____ **STATE:** OH **ZIP:** _____

Purpose of use: _____ **Number Attending:** _____

Date Requested: _____ **Time In:** _____ **Time Out:** _____

Are Table & Chairs Needed: No: _____ **Yes:** _____ **# of Chairs:** _____ **# of Tables:** _____

Coffee Pot Needed: No: _____ **Yes:** _____ **(30 Cup** _____ **or 100 Cup:** _____)

CONDITIONS FOR USE:

- * Reservation application & (non-refundable) fee must be returned by _____
****(If not received by this date your reservation will be removed without notification.)****
- * Reservation is for specific date and time only.
- * The person obtaining the reservation is responsible for the groups' conduct, respect for the facility and others.
- * Groups that abuse the facility or violate rules and regulations will be required to leave the premises and will not be issued any future permits.
- * The **APPLICANT** will be assessed charges for any repairs or cleaning, carpet damage or replacement.

CENTER RULES:

- * NO ALCOHOL OR OTHER DRUGS PERMITTED - NO SMOKING IN THE BUILDING (use outside containers)
- * Vehicles must park in the marked parking areas. NO PARKING IN GRASS or the "SOFA EXPRESS" LOT.
- * **NO PETS** allowed.
- * Madison Township, Franklin County is not responsible for lost or stolen property.
- * Follow all rules posted for specific areas throughout the Community Center & preserve property and landscape.

The Permit Holder agrees to hold harmless the Township from any and all claims, injuries and liabilities arising out of their renting and use of the Community Center.

SIGNATURE: _____ **DATE:** _____