



# LAKE CHARTER TOWNSHIP

3220 Shawnee Road, Bridgman, MI 49106

## PARK RENTAL AGREEMENT

Read, sign and return filled out with your rental fee to:

Gloria Payne, Clerk, Lake Charter Township, P.O. Box 818, Bridgman, MI 49106

Today's Date \_\_\_\_\_

Name of Person/Organization Applying for Rental \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Alt. Phone # \_\_\_\_\_

Date of Event \_\_\_\_\_

Lake Pavilion \_\_\_\_\_ North Pavilion \_\_\_\_\_ South Pavilion \_\_\_\_\_

To be used for (baby shower, birthday party, etc.) \_\_\_\_\_

Time: From \_\_\_\_\_ to \_\_\_\_\_ (available hours for rental: 8:00 a.m. till dusk)

Total Received: \$ \_\_\_\_\_

Check # \_\_\_\_\_ Cash \_\_\_\_\_ Debit/Credit \_\_\_\_\_

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Immediate payment ensures that you have rented the Park Pavilion for the date you requested. Should two individuals want the same date, the individual with payment in hand receives the Park Pavilion for their designated date. Make checks payable to: Lake Charter Township. Return a signed copy of this form with payment to the Township office, at the address above and keep a copy for your files. Forms must be signed by the applicant only and any payment deemed refundable will be mailed to the applicant.  
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### Fee Schedule for Park Rental:

Township Residents .....	\$50.00
Non-Residents .....	\$75.00
Non-profit Groups - In Township .....	No Charge
Non-profit Groups - Out of Township .....	\$50.00
Funeral Luncheon - In Township .....	No Charge
Funeral Luncheon - Out of Township .....	\$50.00
Municipal & Governmental Entities .....	No Charge
Corporations .....	\$75.00
Unions .....	\$75.00

**The Renter Agrees:**

1. Not to bring or consume alcoholic beverages or allow smoking on the Township premises.
2. Not to permit gambling on the premises.
3. Animals are not permitted in the park.
4. Horseshoes to be played in designated areas only.
5. To clean the premises and place all refuse in dumpster provided by the Township.
6. To accept the premises in its present condition and return it in a like condition.
7. **No disruption of park grounds (digging, driving stakes in ground, etc.) to avoid damage to underground utilities.**
8. To return all Township property to designated storage spaces. If you move tables from the pavilion be sure to put them back.
9. To reimburse Lake Charter Township for any damages to the premises, building and equipment.
10. To vacate the premises at the scheduled times.
11. No personal property shall be on the premises other than during the rental period.
12. Not to attach any signs or posters to the premises.
13. **Two weeks prior notice of cancellation is required for refund of rental fee.**
14. Hours available for rental of the park pavilions are 8:00 a.m. till Dusk.
15. The Township is not responsible for lost or stolen article.
16. The Townships liability insurance requires the renter who chooses to use inflatable or bouncing house toys to obtain liability insurance in the amount of \$1 million. This document should name the Township as additionally insured during the time of use of the unit. Certificate must be presented to Township one week prior to date of rental. Inflatable water slides will not be allowed. Township park personnel will give direction and locations where inflatable can be placed.

*The undersigned applicant agrees not to hold Lake Charter Township and its members or agents liable for injury or damage to persons or property on the premises.*

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Applicant Signature

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Date