

OAK PARK RENTAL CONTRACT

Type of event	Date(s)	Start Time	End Time

Rental Fees: Make checks payable to: **Town of Greenfield**

- | | |
|---------------------------------------------------------|--------------------------------------------------------------|
| <input type="checkbox"/> Resident, \$75.00/day | <input type="checkbox"/> Non-resident, \$200.00/day |
| <input type="checkbox"/> Resident, High impact \$125.00 | <input type="checkbox"/> Non-resident, High impact \$300.00 |
| <input type="checkbox"/> Town event, no fee | <input type="checkbox"/> Joint venture between Town & others |
- (See "Check List for Oak Park")

Kitchen/Bathroom Use:

- Resident, \$50.00/day (with Park Rental)
- Non-Resident, \$100.00/day (with Park Rental)
- Bathroom only Resident, \$25.00/day (with Park Rental)
- Bathroom only Non-resident, \$50.00/day (with Park Rental)

Other Fees to the Town:

- \$200.00 Refundable Security Deposit - separate check. (See Policy # 1)
- \$50.00 Porta potty fee if renter has over 100 attendees. (See Policy # 2)
- \$35.00/hour Police detail fees to be billed after the event. (See Policy # 4)

Additional Requirements:

- \$1,000,000 Certificate of Insurance.
- Approved alcohol permit (Attached) (See Policy #3)

Oak Park Rental Policies – Revised May 26, 2009
(see Municipal Facility Policies & Procedures attached)

1. Renter is responsible for all trash clean up/removal and restoring the property back to the same condition as it was before the rental period. If the property is not 100% restored, any costs for repairs and/or clean up will be charged against the security deposit. The renter is held liable for any damages/costs that exceed the \$200.00 during their rental period.

2. The existing porta potties can support up to 100 people. If the event is hosting 101 to 174 people, a fee of \$50.00 is required for cleaning purposes. If the event is hosting over 175 people, contacting and rental of additional porta privies will become necessary at renters initiative and expense.

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3. An Alcohol Permit may be obtained from the Board of Selectmen. Consumption of alcoholic beverages on Town property without such a permit is a violation of Town Ordinances and will result in court action.

Alcohol present?

Yes

No

4. Police coverage at the event is at the discretion of the Police Chief. If police coverage is necessary, then the renter is responsible for contacting the Police Department and paying compensation wages for each assigned officer at a rate of \$35.00/hour for a four-hour minimum. Call 547-2535 for more information.

Coverage necessary?

Yes

No

If yes, how many officers? _____

Chief's Signature: _____ Date: _____

Additional Renter's Information:

Organization: _____

Contact Person: _____

Address: _____

Phone #: _____

I/WE AGREE TO ABIDE BY THE POLICIES AND ORDINANCES OF THE TOWN OF GREENFIELD, NH AND ASSUME ANY/ALL RESPONSIBILITY FOR THE MISUSE OF THE OAK PARK FACILITY DURING THE RENTAL PERIOD.

Signature: _____ Date: _____

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~~~~~OFFICE USE ONLY~~~~~

Board of Selectmen, Town of Greenfield:

Approved       Not Approved

Special Conditions of Use: \_\_\_\_\_

\_\_\_\_\_

Date Fee Paid \_\_\_\_\_ Amount Paid \$ \_\_\_\_\_ Check# \_\_\_\_\_

Date Security Paid \_\_\_\_\_ Amount Paid \$ \_\_\_\_\_ Check# \_\_\_\_\_

Confirmation Date \_\_\_\_\_

Notifications: Police \_\_\_\_\_ Other \_\_\_\_\_

Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_