

HOLD HARMLESS AGREEMENT

(To be signed by individuals/organizations using municipal facilities)

BETWEEN THE BOROUGH OF HADDON HEIGHTS AND

Name of Individual or Group renting the facility (hereinafter referred to as "Renter")

Address

Phone Number

Type of Organization (Individual, Partnership, Non-Profit Corporation, Corporation, Public Entity)

In consideration to the use of Haddon Heights Community Center on the following date: _____ for the purpose of _____ the undersigned agrees to indemnify and hold the Borough of Haddon Heights and its officers, agents, and employees harmless from any and all liability, claims, costs, and attorney's fees arising out of the use of the property referred to above.

I understand that this Hold Harmless Agreement also requires that the Borough of Haddon Heights is indemnified from any losses or damages resulting from the acts of omissions from any guest, participant, visitor or other person attending the event herein referred to. In order to induce the Borough of Haddon Heights to accept this Hold Harmless Agreement, the following information concerning the intended use of the premises is furnished:

- a. Total Number of persons anticipated is _____.
- b. Live entertainment will be provided: YES / NO
If Yes Type: _____
- c. Is the event is a fundraiser: YES / NO ... If Yes, will a "game of chance" be offered? YES / NO
b. Type of Game(s) being offered? _____

*Additional Games of Chance licenses are required and must be obtained through the State of NJ and Borough of Haddon Heights. Please contact Borough Clerk (856)547-7164 ex 30. **Bingo of any kind is NOT permitted in any government owned building.***

- d. Other: _____

This Agreement shall remain in full force and effect for any continued, additional or postponed date for the event indicated.

The municipality reserves the right to cancel or interrupt the event if the representations set forth herein are not adhered to or if the municipality determines that a situation that might lead to personal injury, property damage or violation of law exists.

Signed this _____ day of _____ 20____

Authorized Signature of Renter

Borough Representative

*****RETURN TO BOROUGH*****

HADDON HEIGHTS COMMUNITY CENTER
RULES AND REGULATIONS
CAPACITY: 100

Arrival and Departure times are recorded and monitored by Security Camera. Your event time starts when you first enter the building and runs continually until you depart. Please do not enter before or stay in excess of your allotted rental time; you will be charged accordingly. Building closes at 11:00 pm as per ordinance.

A \$250 security deposit check is mandatory and is payable at time of reservation. Your security deposit will be returned the week following your rental, providing there is no violation of these rules and regulations.

The rental payment will be due on or before 30 DAYS prior to your event! If payment is not received at least 15 days prior to the event, the borough reserves the right to cancel the event and a \$150 Cancellation Fee will be charged. In the event of a late payment the Borough will be unable to accept personal checks, only Cash, Money Order, Credit Card or Certified Check will be accepted.

If the Community Center Facility is left in an unacceptable state, the Borough will charge a cleaning fee of \$75/hour up to \$250. Any Damages incurred will be charged accordingly.

If event is a fundraiser and offering a "game of chance" it must be indicated on paperwork and proper licenses will need to be obtained, please contact the Borough Clerk 856-547-7164 ex30. Bingo of any kind is **NOT** permitted in government owned buildings.

Any use of open flames is not permitted on borough property (including candles). Sternos are permitted for keeping food warm.

Community Center's stove use is limited to re-heating only pursuant to NJAC 7:70-3. Violation of this statute may result in fines exceeding \$5,000.

Smoking is prohibited inside of the facility. Please use designated smoking receptacle on the side patio to extinguish cigarettes. Smoking is not permitted in the front of the building.

The Borough is not responsible for loss or theft of personal items from the building or vehicles.

Alcoholic beverages are permitted inside of the facility and within fenced in area. Kegs are to be placed only on the side patio. (No Kegs Permitted inside of the facility). Alcohol is not permitted in the front of the building.

Decorations are acceptable but **no tacks, nails, staples, glitter, or confetti**. Only blue painter's tape may be used to attach decorations. All decorations and tape must be removed at the time of departure.

Tables must be covered with paper or cloth covers but do not staple them to the tables. Tables and chairs are not to be removed from the building. Picnic tables are provided for outdoor seating needs. Tables and chairs will be set up and broken down for your convenience.

Music is not permitted to be played outside of the building. Doors are not permitted to be propped open to allow music to be heard outside.

Renter must remove all equipment/supplies from building immediately following event.

Renter must clean all countertops and tables. Please clean up all spills. Rooms and yard should be left as they were found.

All trash must be placed in receptacles. Trash bin is located outside of the side door adjacent to the Ladies Room. Following your event, please tie up and place trash in the bin. Strict enforcement of recycling laws will be in effect. Please do not mix trash and recycling. Recycling should remain inside of the building. *(Please be sure to lock this door).*

Renter may adjust the thermostat to their preference, but must return it to the original temperature.

Assure all lights are turned off, the refrigerator doors are closed, and all the doors and windows are secure upon departure.

***Any violation of these rules and regulations or damage to the facility will result in forfeiture of security deposit.**

Signature

Date

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Date

*****RENTER'S COPY*****

PARKING AREAS

Interstate 295

