

City of York Parks & Recreation Community Center Rental Form



Rental Date: _____ Time: _____

Event: _____

Renter: _____ Phone Number: _____

Address: _____ Email: _____

Anticipated Guest Number: _____ Additional Information: _____

Equipment Needed: Chairs: _____ Tables: _____
Miscellaneous: _____

Rental Fee is required at the time of the reservation

Rental Type

Party Package (2 Hours During Regular Hours) \$100 _____
(Excludes Weight Room)

Facility Rental (2 Hours After Regular Hours) \$300 _____
(Excludes Weight Room)

Meeting Room \$15 x _____ Hour(s) _____

RENTAL TOTAL: _____

Rental Form: _____ Date Received: _____ Date Entered: _____

Rental Fee: _____ Date Accepted: _____ Amount: _____ Payment Type: _____

City of York Parks & Recreation Community Center Rental Agreement

The City of York gives the Renter the right to use the described premises in consideration of the rental charge specified upon the following conditions:

1. The Renter shall not use the premises in violation of any Federal or State Law, City Ordinance, or Fire Regulations, and shall pay charges for special security if some are deemed necessary by the City of York.
2. The Renter shall pay for any damage or breakage to the building or property therein that occurs as a result of negligence or misuse of said premises by the Renter.
3. The Renter shall leave the premises in a clean and orderly condition with garbage and other debris picked up and placed in receptacles.
4. All chairs and tables must be taken down by the Renter immediately following the event.
5. All rental times include the set up, event, and clean up. Facility rentals after regular hours start immediately when the Community Center closes to the public on the date of the event.
6. The City of York reserves the right to rent all available facilities during any given rental or event.
7. The Renter shall hold the City of York harmless from all liability for injury or death, or loss of or damage to, any person or property that occurs during, or as a result of, the use of facilities by the Renter, and shall indemnify the City of York for all expenses it may incur as a result of claim or demand by anyone growing out of the use of said facility by the Renter.
8. The City of York reserves the right to establish deposits based on events.

Cancellation Policy

Notice prior to 30 days = FULL REFUND. Notice less than 30 days = NO REFUND.

Rental Fee

Rental fee must be paid in full at the time of the reservation.

The undersigned agrees to the terms and conditions set forth above, and the City of York Parks & Recreation Department acknowledges receipt of payment of rental charges as specified and dated on the agreement.

Renter Signature: _____ Date: _____

YPR Representative Signature: _____ Date: _____