

# HARRISON TOWNSHIP COMMUNITY MEETING ROOM

6750 OUTVILLE RD., PATASKALA, OHIO 43062

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## Resident/Group Request to Use Form

Please print legibly

NAME: \_\_\_\_\_ HOME# \_\_\_\_\_

CELL# \_\_\_\_\_ DAYTIME # \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

Name of Group: \_\_\_\_\_ HOA/501.C.3/Government: Yes \_\_\_\_\_ No \_\_\_\_\_

Purpose of use: \_\_\_\_\_ Number Attending: \_\_\_\_\_

Date Requested: \_\_\_\_\_ Time In: \_\_\_\_\_ Time Out: \_\_\_\_\_

**NOTE: THE TOWNSHIP DOES NOT PERMIT ANY FOOD OR DRINKS IN THE MEETING ROOM, EXCEPT FOR BOTTLED WATER.**

- Reservations can be made in person at the Harrison Township zoning office.
- *It is the intent of the Harrison Township Trustees, that the meeting room(s) are available for Government Agencies, Home Owners Associations, and Service Clubs (such as Athletics, Social Organizations, 4-H Clubs and Scouts). Intended uses of the facility are for meetings only, and not for serving of food or beverages. A member of the organization wishing to use the building must be a resident of Harrison Township, except for Governmental meetings.*

### GENERAL INFORMATION:

- \* Hours: 8:00 A.M. to 12:00 Midnight (7) days a week.
- \* Applicant must be 21 years of age or older, and a resident of Harrison Township or Association related to the Township.
- \* Confirmation: A signed confirmation will be issued to applicant, upon Board of Trustees, or other Township representative approval.
- \* Use of this facility is strictly for not for profit activities/functions.
- \* Harrison Township Residents, Governmental Offices, and Non-Profit local organizations may use the facility.
- \* Harrison Township Board of Trustees and/or representative will review all requests, and at its sole discretion, grant approval, or denial, for use of the facility, upon receipt of this form.
- \* **NO ALCOHOL OR OTHER DRUGS PERMITTED-NO SMOKING IN THE BUILDING (use outside containers, if you must smoke). No gambling is permitted on the premises.**

### CONDITIONS FOR USE:

- \* Reservation is for specific date and time only.
- \* The person obtaining the reservation is responsible for the group's 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. To accept the premises in its present condition and return it in the like condition.
- \* The **APPLICANT** will be assessed charges for any repairs or cleaning, carpet damage and or replacement.
- \* Harrison Township is not responsible for accidents, or lost/stolen property.
- \* Follow all rules posted for specific areas throughout the Community Center & preserve property and landscape.

I have read, understand, and agree to abide by the terms of the above agreement. I agree to defend, indemnify and hold harmless Harrison Township for any and all claims, demands, suits, and losses, including all cost connected therewith, arising out of damages caused in whole or in part by the use of this facility. I understand that if any damages occur, or the building is not properly cleaned, per the agreement, and rules outlined herein are not followed, that the party arranging for use of the facility will be personally and financially liable for any expenses incurred.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date