

**Rich Valley Township**  
**Hall Rental Contract**  
**Rules & Regulations**

Date of Rental : \_\_\_\_\_  
                                    Month                                    day                                    year

Time of Rental : 6am – 11pm

I, \_\_\_\_\_, do understand that my group and I will abide by all the rules and regulations, and that we will be monetarily responsible for any damage to the premises over and above normal wear and tear.

Signature of Renter : \_\_\_\_\_

Address : \_\_\_\_\_  
                                    \_\_\_\_\_

Phone Number : \_\_\_\_\_

**Rules and Regulations**

- 1. Users must clean up the hall after use.
- 2. Tables and chairs must be arranged as found. NO furniture is to be removed from the building.
- 3. User’s garbage must be removed. The township will not be responsible for refuse.
- 4. A maximum of 50 people may use the building at any one-time.
- 5. The meeting or function will cease by 11:00p.m. the day of rental.
- 6. No smoking in the town hall.
- 7. No Pets.

**Rental Hall Deposit**

We require a **\$100.00** deposit, which will be returned after reviewing the hall.

