



Beckett Park Shelter Reservation Form

Please return completed form with reservation fee to:

West Chester Township
ATTN: Shelter Reservations
9113 Cincinnati Dayton Road
West Chester, OH 45069
513-759-7312

CONFIRMATION
NUMBER:

Rental Date Requested _____ Time Requested _____

Shelter Requested for Rental:

_____ West Shelter (includes restrooms, fireplace and electric)

_____ We plan to use fireplace. FIREWOOD NOT PROVIDED & SEPARATE FIRE PERMIT REQUIRED

Please Print:

Today's date: _____ Person Responsible: _____

Organization: _____ Number of People _____

Address: _____ City: _____ Zip: _____

Phone (home): _____ Work: _____ Cell: _____ Fax: _____

Email: _____ West Chester Resident: YES NO

Activities Planned: _____

Outlets are 120 volts and shut off automatically if overloaded.
The electric will not be turned back on if this occurs. There is no charge for electric.

FEES: West Chester Township Resident: \$50.00 Non-resident: \$75.00

Make checks payable to: "West Chester Township". VISA and MasterCard are accepted.

Applicant hereby agrees to be responsible for repairing any damage caused to the park and shelter licensed herein during the applicant's use of the park and shelter, including damage to equipment, furnishings, buildings, and landscaping, which may be related to the proposed activity at the chosen park and shelter. Applicant agrees to hold harmless West Chester Township, including its officers, agents, and employees, from any and all liability for injuries or losses to persons or property that may result from any act or omission to act on the part of said individual or organization, or the acts or omissions of its employees or agents or anyone visiting the park and shelter, or using any of the equipment, furnishings, and buildings licensed herein, upon the invitation of said applicant, negligent or otherwise.

APPLICANT AGREES TO FOLLOW ALL PARK AND SHELTER RULES AND REGULATIONS WHICH HAVE BEEN OR WILL BE ADOPTED BY WEST CHESTER TOWNSHIP, BUTLER COUNTY, OHIO. ALL APPLICANTS ARE REQUIRED TO SIGN THE RESPONSIBILITIES ACKNOWLEDGEMENT ON THE BACK OF THIS FORM.

Applicant's Signature: _____ Date: _____

(Must be over age 18)

Approved By: _____ Date of Approval: _____

(West Chester Township)

Visa or MasterCard #: _____ Expiration: _____ Security Code (on back of card): _____

Card Billing Address: _____ City: _____ Zip Code: _____

OFFICE USE ONLY:

Payment Received: _____ Check #: _____ Amount: _____

CONFIRMATION NUMBER: _____ GEMS RECEIPT NUMBER: _____

COMMENTS:

REFUND POLICY

WEST CHESTER TOWNSHIP WILL REFUND SHELTER RENTAL FEES WITH A WRITTEN REQUEST 30 DAYS PRIOR TO THE SHELTER RESERVATION DATE.
NO REFUND WILL BE GIVEN AFTER THIS DEADLINE.

REFUNDS ARE NOT GRANTED DUE TO WEATHER ON DAY OF EVENT.

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RESPONSIBILITIES ACKNOWLEDGEMENT FORM

As a Representative of _____, a Renter of a Beckett Park Shelter in West Chester
(Print Name of Group or Organization)
Township, Butler County, OH _____ hereby agrees to abide by, and to notify all
(Print Name of Representative)
attendees and participants ("Licensees"), of the following rules:

1. Licensees are permitted to use the facility only for purposes authorized by the Township.
2. Licensees may not solicit funds for private gain.
3. Licensees may not charge admission to activities, except for the benefit of a charity and when prior written approval is received from the Township.
4. Programs, literature, or any publicity of licensees promoting their use of the facility shall not identify the Township as a sponsor without prior approval of the Township.
5. Licensees understand that the Township makes no warranties as to the fitness of its facilities for a particular purpose, and licensees have contracted for the facility after examining it and assuming full knowledge of its condition.
6. Licensees understand that the Township assumes no responsibility for damage to or loss of any persons or property brought into the facility prior to, during, or after licensees' use.
7. Licensees are responsible for any damages by themselves or their guests, including spectators.
8. The organization agrees to take full responsibility for licensees' actions and the actions of licensees' guests and agrees to abide by all Township rules, regulations, and ordinances.
9. Restitution for any damages incurred during use will be the responsibility of the licensee.
10. Renters must adhere to all occupancy regulations.
11. No smoking, alcohol, or illegal substances are permitted in the facility.
12. No games of chance are permitted in the facility.
13. Renters accept responsibility for ensuring that all trash is picked up and that the property is left in good condition. Costs for repairing damage to the grounds will be assessed to the Renter.
14. Volumes of music, PA systems, and guests must comply with the Township's Noise Ordinance and must meet West Chester Township's approval.
15. Renters are to use only the portion of the designated facility in the Rental Agreement.
16. Activities NOT permitted in the park: Hot air balloons may not take off or land on Township property, hunting, hitting golf balls, paintball and/or air soft guns, skateboarding, operation of gas-powered remote-control models, loud music or noise, automotive repair or the storing of vehicles.
17. No digging or spiking of grounds without areas being marked. An additional fee may be required for locating and marking underground utilities.
18. The use of a horse and carriage, petting zoo animals, or any other types of animals as part of the rental of a facility must be approved by the Township. Proof of insurance may be required. Animal waste, straw, or any other waste materials must be completely cleaned up and removed from the park.
19. All pets must be on leashes and under control. Owners are to clean up after their pet.
20. Additional Park Rules and Guidelines are available at www.westchesteroh.org.

Applicant's Signature

Date

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