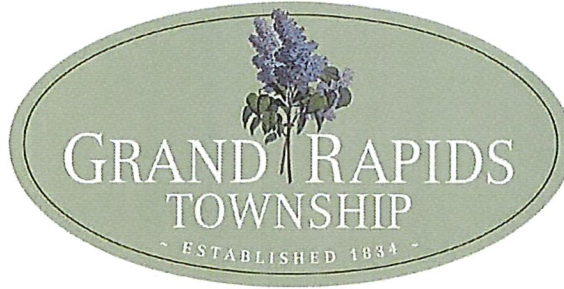


MICHAEL J. DEVRIES
SUPERVISOR

EDWARD J. ROBINETTE
CLERK

DAVID A. VAN DYKE
TREASURER



LEE VANPOPERING
TRUSTEE

DAVID M. PIERANGELI
TRUSTEE

PHILIP D. YEITER
TRUSTEE

VASILIKI CHRISTOPOULOS
TRUSTEE

Shelter Rental Application

Requested Rental Day & Date _____
Name of Renter _____
Address _____
Phone Number _____
Email Address _____
Today's Date _____
Reason for Use of Shelter _____
Number of People Expected _____ (Maximum of 50 People)

Time Requested

_____ 10:00am to 3:00pm \$50.00 (Weekday) \$75.00 (Weekend/Holiday)
_____ 3:00pm to 9:00pm \$60.00 (Weekday) \$90.00 (Weekend/Holiday)
_____ 10:00am to 9:00pm \$110.00 (Weekday) \$165.00 (Weekend/Holiday)

\$100.00 Security Deposit - SECURITY DEPOSIT MUST BE A SEPARATE CHECK

Rental Rules

1. Organizations or groups larger than 10 persons **must** reserve the facility.
2. No charge for Grand Rapids Township Neighborhood Association meetings.
3. All checks must be from the renter as they are the responsible party and **must be present for the activity**.
4. Signed contract, rental payment and security deposit must be received to confirm reservation.
5. No rental refunds will be issued within 3 weeks prior to a rental date. If a cancellation occurs before 3 weeks of a rental date, the township will retain \$25.00 as a cancellation fee and refund the remainder of the rental fee.
6. No commercial uses, concessions or fund raising activities permitted.
7. Absolutely NO alcohol.
8. Absolutely NO vehicles on the lawn, in the park, or on pathways, for any reason.
9. Picnic tables may not be moved from the shelter house area.
10. **Each party is responsible for cleaning up after themselves.** Before leaving, clean tables, put trash in dumpster, take down any signs & balloons you put up. While the park is routinely maintained, please be aware that park facilities (e.g. restrooms) are available to the public regardless of private rental. Any problems should be reported *immediately* to either the Township Office or Fire Department.

Violation of any rules/regulations or damages will result in loss of security deposit and future ability to reserve the facility!

I, the sponsoring adult, agree to be responsible for the above use of the Township Shelter and **agree to be in attendance at all times**. I further agree to adhere to all building usage rules and regulations that apply to this facility. I accept all liability for damages to the building and/or equipment it contains.

By signing this form, I agree to all of the above.

Signature _____ Date _____

Official Use Only

Collect Rental Payment
Collect Security Deposit

Receipt
Google Outlook

M:\DATA\Office\Hall-Shelter-Field\Shelter Rental Application

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