

**DARLINGTON TOWNSHIP MUNICIPAL ROOM LEASE  
AGREEMENT AND RENTAL RULES**

*This form is intended to be a legally binding agreement*

**PARTIES**

1. This Agreement entered into on \_\_\_\_\_ (date), is between \_\_\_\_\_ (applicant) and Darlington Township.

**PROPERTY**

*Initial all that apply*

2. This Agreement shall be for the use of the **Municipal Room** located in the Township Building at 3590 Darlington Road, Darlington, PA 16115. \_\_\_\_\_ (initials)
3. This Agreement shall be for the use of the **Municipal Pavilion** located adjacent to the rear parking lot of the township building located at 3590 Darlington Road, Darlington, PA 16115. \_\_\_\_\_ (initials)

**TERM**

4. The term of this Lease Agreement shall begin on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, at \_\_\_\_\_ am/pm.
5. The term of this Lease Agreement shall conclude on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, at \_\_\_\_\_ am/pm.

**FEES and DEPOSITS**

6. In the event Lessee leases the **Municipal Room**, the Lessee, at the time of signing this Agreement, shall provide a **refundable security deposit** to the Lessor in the amount of **One-Hundred- Fifty- Dollars (\$150.00)**. Lessee, at the time of signing this Agreement, shall also provide the **rental fee in the amount of One-Hundred-Fifty Dollars (\$150.00)**.
7. In the event Lessee leases the **Municipal Pavilion**, the Lessee, at the time of signing this Agreement, shall provide a **refundable security deposit** to the Lessor in the amount of **Fifty Dollars (\$50.00)**. Lessee, at the time of signing this Agreement, shall also provide the **rental fee in the amount of Fifty Dollars (\$50)**.

8. In the event the Lessee leases both the **Municipal Room and the Municipal Pavilion**, the Lessee at the time of signing this agreement shall provide a **refundable security deposit of One-Hundred-Seventy-Five Dollars (\$175.00)**. Lessee at the time of signing this Agreement, shall also provide the **rental fee in the amount of One-Hundred-Seventy-Five-Dollars (\$175.00)**.
9. An inspection of the Municipal Room and/or Municipal Pavilion will be completed at the conclusion of the aforementioned term. Charges including, but not limited to, damages, extra clean-up, or extra labor will be deducted from Lessee's security deposit in the amount of the cost to repair damages and/or the rate of \$20.00 per hour. Any remaining security deposit shall be returned to the Lessee.

### **RULES and CONDITIONS**

10. By executing this Agreement, Lessee acknowledges and agrees to the following:
  - a. Lessee must be twenty-one (21) years of age or older and is responsible for the conduct of their guests;
  - b. Lessee must be present at all times during the term of the Lease;
  - c. Lessee remains responsible for leaving the Municipal Room and/or Municipal Pavilion in the same condition it was at the beginning of their lease;
  - d. **No alcohol is permitted in or on the premises;**
  - e. **Smoking is strictly prohibited inside the Municipal Room** and any room adjacent to which Lessee may access;
  - f. Tables and chairs shall not be removed from inside of the Municipal Room;
  - g. Lessee shall **refrain from using tape, thumbtacks, staples, nails, etc. on the walls, windows or light fixtures** of the Municipal Room;
  - h. Lessee shall refrain from using glitter, confetti, or sprinkles inside of the Municipal Room;
  - i. Lessee shall obtain written permission from Darlington Township officials prior to using any off-road vehicles at the Lessor's property;
  - j. Lessee shall obtain written permission from Darlington Township officials prior to using any fireworks at Lessor's property;
  - k. Lessee shall **clean the Leased property at the conclusion of their event-** all tables must be wiped clean, all tables and chairs must be placed back in the position they were in upon Lessee's arrival, and all floors must be vacuumed;
  - l. Lessee shall remove all signs, notifications, decorations at the conclusion of the Lease term;
  - m. Lessee shall **clean the kitchen area and deposit all trash in the on-site dumpster;** and

