



APPLICATION AND RENTAL AGREEMENT

Name of Individual or Organization: _____

Address: _____

Phone: _____

Email: _____

Purpose of Rental: _____

Town Hall First Floor	Resident* - \$25/hr First 3 Hours Non-Resident - \$35/hr First 3 Hours Full Day Resident - \$100 Full Day Non-Resident - \$135	Refundable Deposit - \$50 Deposit is refundable, with the option to donate to the Parks and Recreation Department.
GRE Shelter House	Resident* - \$25 Deposit Non-Resident - \$25 Deposit	Deposit is refundable, with the option to donate to the Parks and Recreation Department.
Freedom Park Shelter House	Resident* - \$25 Deposit Non-Resident - \$25 Deposit	Deposit is refundable, with the option to donate to the Parks and Recreation Department.
JR Smith Park Shelter House	Resident* - \$25 Deposit Non-Resident - \$25 Deposit	Deposit is refundable, with the option to donate to the Parks and Recreation Department.

**Proof of residency must be provided when reserving City facilities. Individuals employed full-time in the Sunbury City Limits will need to provide proof of employment on a company letterhead with the signature of the personnel director or president or a current paycheck with their employer's name and address along with a valid driver's license. This can be shown at the Sunbury Municipal Building during normal business hours. Proof can also be sent via mail at 9 E Granville Street, P.O. Box 508, Sunbury, OH 43074 ATTN: Community Engagement Specialist or via email at aswain@sunburyohio.org*

Facility Requested: _____

Date(s) Requested: Time _____ AM/PM to _____ AM/PM

The undersigned hereby acknowledges and agrees that Sunbury shall not be liable to the Applicant, or any of its agents, employees, servants, or invitees, for any damage to property due to the condition or design or any defect in the Sunbury Town Hall or shelter houses or its mechanical systems which may exist or subsequently occur, and Applicant, with respect to itself and its agents, employees, servants and invitees, hereby expressly assumes all risk and damage to persons and property, either proximate or remote, by reason of the present or future condition of the Sunbury Town Hall building or shelter houses. Applicants hold Sunbury harmless from and against all suites, claims and actions of every kind by reason of any breach, violation or non-compliance with any terms or conditions on the part of the Applicant, its agents, employees, servants, and invitees. Additionally, applicant agrees to indemnify and hold Sunbury harmless from and against all claims, actions damages, liabilities, and expenses asserted against Sunbury on account of injuries to person or damage to property when and to the extent that any such damage or injury may be caused, either proximately or remotely, wholly or in part by any act or omission, whether negligent or not, of Applicant or any of its agents, servants, employees, contractors, patrons or invitees (while such invitees are on the Sunbury Town Hall or shelter house premises), or of any other person entering upon the Sunbury Town Hall or shelter house under or with the expressed or implied invitation of Applicant, or if any such injury or damage may in any way arise from or out of the occupancy or use by Applicant, its agents, employees and invitees of the Sunbury Town Hall or shelter house premises. This paragraph is for the benefit of Sunbury only, and no right of action shall accrue hereunder to any third party by way of subrogation or otherwise.

By signing below, the Applicant acknowledges receipt of a copy of the Sunbury Application and Rental Agreement and the Rental Policy and agrees to the terms. Both individual signing and organizations using the Sunbury facilities will be jointly and severally responsible for rules and terms.

By signing this application, the Applicant is consenting to the possibility that the event can be moved within the building to accommodate scheduling conflicts based upon availability of facilities in need at the particular event in question at the sole discretion of the City.

Signature of Applicant: _____

Printed Name of Applicant: _____

ADMINISTRATIVE USE ONLY

Sunbury Representative: _____

Printed Name: _____

Date: _____