

USER AGREEMENT
North Sewickley Township
893 Mercer Road – Beaver Falls, PA 15010
Phone – 724-843-5826

This Agreement, entered into this _____ day of _____, 20____ by and between The Township of North Sewickley, Beaver County, Pennsylvania (hereinafter referred to as “the Township”), and _____
(User -Must be at least 18 years of age with photo ID is required for rental, please provide certificate of liability insurance for your organization).

WHEREAS, the Township maintains offices, meeting and social function facilities located at 893 Mercer Road, Beaver Falls PA 15010; and

WHEREAS, the lower level of the Township’s facility is **not handicapped accessible**; and

WHEREAS, **User** acknowledges the authorized rental hours are between 8:00 a.m. to 10:00 p.m. only.

WHEREAS, **User** wishes to use said facility for a meeting or social function; and

WHEREAS, **User** has been advised that the lower level of the Township Building is not handicapped accessible; and

WHEREAS, **User** has been advised that after use of Township facilities, the **User** is responsible for all cleaning and replacement of all tables, chairs, etc. The area is to be left in same condition it is found. This includes bagging all garbage and placing all bags in containers outside kitchen door. Bags and brooms are provided by the Township and may be found in the kitchen area.

NEW FOR 2025:

Lessee is responsible for any and all damage that may occur to the television and remote provided in the social hall. Television and remote are inspected prior to, and after, all hall rentals. If any equipment is found to be damaged or not in working order, a \$450.00 fee will be assessed to the Lessee for the cost of the equipment. The Township is not responsible for any personal information that is entered into the equipment including but not limited to passwords, usernames, logins, etc. The television may be used to project photographic slideshows, Bluetooth connect for music entertainment, PowerPoint presentations, etc.

Initials: _____

NOW, THEREFORE, it is agreed by and between the parties as follows:

1. User is hereby given permission to use the indicated Township facility on:

Date(s) _____ **Time** _____

2. The facility is to be used for:

**The Township's Security System automatically locks and unlocks the doors, so please be out of building before "DOOR LOCK TIME" or alarm will go off, alerting the township police. Police non-emergency phone number is 724-843-8118. If for some reason, the doors are still locked 5 minutes after the "DOOR UNLOCK TIME" time, please call the non-emergency number and the police will contact the Township to remotely unlock the door. Please note below the times you want the doors unlocked for your event and when they are to be locked back up.*

DOOR UNLOCK TIME: _____ **DOOR LOCK TIME:** _____

3. **User** shall be responsible to advise all persons attending the function to be held at a Township facility that the lower level of the Township Building is ***not handicapped accessible***.

4. In the event handicapped persons will be attending the function to be held by **User**, then in that event **User** shall make such accommodations as it may be necessary and is liable for the safety of the handicapped person.

5. **NO** alcoholic beverages or smoking is permitted in the Township Building.

6. **User** is responsible for all cleaning and any damages that occur due to use of the facility. The area is to be left in the same state that it is found. This Agreement, entered the day and year listed above.

USER NAME: _____ DATE: _____

ORGANIZATION: _____

USER ADDRESS: _____
