

VILLAGE OF METAMORA
SHELTER HOUSE WITH KITCHEN RENTAL AGREEMENT

This is to confirm that _____ (print name) has reserved Shelter House _____ (A or B) and the concession kitchen for _____ (Activity) on the _____ day of _____, 20____ from _____ until_____.

1. APPLICATIONS: This document will serve as your confirmation and as your application. It must be signed and returned to the Village Office along with rental and deposit fees. Dates are not reserved until this application and all fees and deposits are received by the Village Office. Application along with fees can be mailed to: **Metamora Village, P.O. Box 299, Metamora, OH 43540** or **dropped off at the Village Office.**

2. FEES AND DEPOSITS: The following rental and deposit fees shall be payable to the Village of Metamora and submitted with this application.

A. **Rental Fee:** A rental fee of \$75 for village residents, and \$100 for non-residents shall be paid for one day use of the park shelter and;

B. **Deposit:** A deposit for clean-up and damages shall be set at fifty dollars, (\$50). Said deposit shall be a separate payment and will be returned in full, if park shelter and concession stand is satisfactory cleaned, no damages have occurred, and all park rules have been complied with. If damages occur and/or park rules and regulations violated, the village may retain entire deposit or as much as the Village deems appropriate. In the event clean up or damages exceed deposit, the renter shall be liable for payment of the deficiency.

3. LIABILITY OF VILLAGE: The Village of Metamora shall not be liable or responsible for any damage to property, lost or stolen property, or injury to persons. Renters shall hold the Village harmless from all such losses and liabilities incurred during the rental period.

4. PARK FACILITIES: Park facilities are not exclusively for the use of the renter. Ball diamonds, volleyball and tennis courts may be used if available. Parking is on a first come basis. Restrooms will be unlocked and locked by the village at times indicated on rental agreement. Renter is responsible for the facilities rented during times indicated on this rental agreement and should remain on site until the facilities are locked. Equipment and inventory contained in concession kitchen are not for use by the renter.

5. CANCELLATIONS: Please call the Village Office at 419-644-2051 to cancel shelter reservation. A seven (7) day prior notice of cancellation is required for full return of deposit and rental fee. In the event cancellation notice is less than seven (7) days from date of reservation, the village will retain entire rental fee but will return deposit.

Renter Address: _____

Home Phone: _____

Cell Phone: _____

Email: _____

I agree to the terms and conditions outlined in the Rental Agreement.

Signature

Date

***Village Weekend Contact:
Heather Lumbrezer (419) 708-0022
Cathy Mossing (419) 376-4483 or
Richard Sauerlender (419) 461-2233***