

COVINGTON TOWNSHIP PAVILION AGREEMENT

20 Moffat Drive, Covington Township, PA 18444

Phone: 570-842-8336 Fax: 570-842-2144

This agreement, made this _____ day of _____, 20____ by and between the Township of Covington, Lackawanna County, PA and _____ is for the rental and use of the pavilion on the Moffat Estate.

(Date of rental and use)

(Beginning time)

(Ending time)

The following general requirements apply to the rental.

1. No smoking or use of alcoholic beverages is permitted on the Moffat Estate.
2. Normal clean up of the pavilion, the kitchen and the surrounding area is expected. The kitchen must be cleaned and cleared of all food, waste and debris. All disposal items must be placed in garbage bags. Litter must be removed from the pavilion and surrounding grounds.
3. If picnic tables are removed from the pavilion, they must be returned to their original location. You must supply any tables and chairs other than the picnic tables already at the pavilion location.
4. When any type of noise producing item is at the pavilion, consideration must be given to its affect on area residents. Should the party be asked more than once to lower the volume, the party will be terminated and you will be escorted from the Moffat Estate.
5. No abuse of the surrounding land or destruction of the property will be tolerated.
6. No motorized vehicles are permitted on the Moffat Estate, except for those bringing guests and parked in the designated parking areas.
7. Pets are permitted if they are on a leash, but they must be kept outdoors.
8. Vehicles may be parked temporarily at the kitchen for unloading and loading. At all other times vehicles must be parked in the designated parking areas. No parking is permitted on the grass or along the road adjacent to the pavilion.
9. YOU MUST BRING YOUR OWN SUPPLIES TO ACCOMMODATE THE NEEDS OF YOUR FUNCTION.

The rates and fees for rental of the pavilion are as follows. You will pay the fees that are checked plus the mandatory fees.

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|--|--------------------------|
| 1. With kitchen use = \$300.00 for 4 hours + \$75.00 per additional hour [<input type="checkbox"/>]. | Total = \$ _____ |
| 2. Without kitchen use = \$200.00 for 4 hours + \$35.00 per additional hour [<input type="checkbox"/>]. | Total = \$ _____ |
| 3. Mandatory security deposit of \$200.00. | Total = \$ <u>200.00</u> |
| 4. Mandatory cleaning fee of \$100.00 with kitchen use [<input type="checkbox"/>] or \$50.00 without kitchen use [<input type="checkbox"/>]. | Total = \$ _____ |
| 5. TOTAL RENTAL FEE | Total = \$ _____ |

By signing below, you agree that you are the responsible person to be contacted if there is any problem caused by your function at the pavilion, not only during the function but for any problems which are caused by your function, after the function is over.

(Name)

(Telephone Number)

(Address)

(E-mail)

(Signature)

Approved by Covington Township: _____

Date: _____