





## MYERSTOWN

EST 1768

7. The Applicant shall also be responsible for the proper parking of vehicles in designated areas and proper crowd control; no cars or vehicles shall be permitted to park on fields, grassy areas, walking paths, in “no parking” zones, or to obstruct/interfere in any way access to any buildings/property in case of emergency.
8. After each use of the facilities, the Applicant agrees to clean up all trash and rubbish, practice good recycling efforts, and leave the premises in a clean and orderly condition. This includes removal of any items left behind by any participant or spectator. Applicant shall also be responsible for turning off lights in halls and rooms, and locking exterior doors and securing the building (applicable to facilities located within the Myerstown Community Center).
9. Applicant shall be responsible for making all participants and attendees aware of the location of the bathrooms. After each use of the facilities, Applicant is responsible for checking the bathrooms for vandalism and running water, and for turning off the lights. Applicant must lock the bathrooms after facility use (if applicable).
10. The Applicant shall file a copy of its liability insurance policy naming Myerstown Borough as an additional insured in the amount of no less than \$1,000,000 before the use of any facilities will be granted. All Certificates of Insurance must be provided to the Borough before the first game or practice begins. You will not be permitted to use the facilities until documentation is received.
11. This Agreement shall be in existence through the end of the calendar year for activities with both a spring and fall schedule. If a limited period of use is specified in Paragraph 5, then the Agreement shall be in effect through the end of the specified use period.
12. In case of vandalism, or lack of control of the spectators, or any violation of any terms of this contract by the Applicant, the Borough shall be entitled to revoke use of the field by the Applicant with 10 days' written notice.
13. The Borough shall charge penalties and fees if this agreement has not been followed.
14. The Borough will not be responsible for any personal property of Applicant and/or any member of Applicant's organization that is brought onto Borough property.
15. The Applicant must provide the Borough office with a list of names of people eligible to sign out a key (if applicable) or receive a key code. Please note, the Borough will not sign out a key or give out a key code to any person whose name is not on the list.
16. All keys must be returned to the Borough office within two (2) weeks of the end of each season or the end of the requested use period (as indicated in Paragraph 3). Please be aware the Borough will charge the Applicant a penalty of \$5 per day, per key, each day after the 15<sup>th</sup> day following the end of season/use period for all unreturned keys. Any keys NOT returned within thirty (30) days after the end of the season/use period will be deemed a lost key and the Applicant will be charged accordingly.
17. In the event of a lost key, it must be immediately reported to the Borough office. The Applicant will be charged a minimum of \$200 for rekeying of the doors **and** the cost of all replacement keys.
18. The Applicant will also follow all applicable guidelines, rules, and/or regulations as outlined in any other Exhibits or Agreements attached to this document.



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19. Borough Council shall have the discretion to determine the fee for the use of the facilities based upon the extent of the use requested, the degree of staff maintenance required, and any other relevant factors. This executed agreement along with a fee of \_\_\_\_\_ dollars (\$\_\_\_\_\_) plus any penalties (if applicable) will be required prior to field/gymnasium authorization and any key issuance.

**Applicant**

**Borough of Myerstown**

\_\_\_\_\_  
[Organization Name]

\_\_\_\_\_  
Title of Borough Representative

\_\_\_\_\_  
Signature of Representative

\_\_\_\_\_  
Signature of Borough Representative

\_\_\_\_\_  
Printed Name of Representative

\_\_\_\_\_  
Printed Name of Borough Representative

\_\_\_\_\_  
Representative's 24-hour telephone number

List of all persons to whom keys may be signed out and 24-hour telephone number:

Name:

Telephone Number:

\_\_\_\_\_

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