



Town of Charlestown, PO Box 385, Charlestown, NH 03603 Phone: 603-826-4400, Fax: 603-826-3706

RULES & REGULATIONS FOR USE OF TOWN PROPERTY

NAME: _____ DATE OF EVENT: _____

PHONE: _____ TIME OF EVENT: _____

MAILING ADDRESS: _____

PROPERTY TO RENT:

	TOWN HALL UPPER	TOWN HALL LOWER	COMMUNITY ROOM	PATCH PARK
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Residents:	\$100	\$100	\$100	\$1 per person \$25 minimum
Non-Residents:	\$150	\$150	\$150	\$1 per person \$25 minimum

Non-profit organizations may be eligible for reduced fees.

1. All persons or organizations using the town property shall be responsible for the security of their own equipment.
2. Areas including kitchen area shall be left clean and free of trash. Failure to do so will result in a bill from the Town for cleaning services.
3. Users shall be liable for all unwarranted damages.
4. No nails, adhesives or other devices shall be used which would permanently mar the walls and woodwork. All tape used for decorating should be removed.
5. No table, chairs or other items are to be stacked on trunks located at the Town Hall.
6. Posting of notices shall be in the space provided and shall be prohibited in any other areas.
7. No unsupervised activities for groups whose members are less than eighteen years of age shall be permitted.
8. Those people who rent the Town Hall are asked to avoid parking in the front of the building and on the east side. The driveway on the east side is privately owned.
9. If liquor is to be present; the group must obtain a permit and approval from the Selectboard and Police Department. An on-duty police officer may be required while people are in the building. No liquor is to be served after 9:00 pm.
DO YOU NEED A LIQUOR PERMIT? YES NO
10. Rental arrangements are to be made at the Selectmen's Office, and all rents and security deposits must be paid in full before a key will be issued. Keys are to be picked up at the Charlestown Police Department.

RENTER'S SIGNATURE: _____

TOTAL DUE: _____ AMOUNT PAID: _____ (CASH/CHECK)

DATE PAID: _____ RECEIVED BY: _____

RELEASE OF LIABILITY

Please CAREFULLY READ this RELEASE OF LIABILITY.

In consideration of being permitted to enter and use the town property requested above, the undersigned:

1. Hereby releases, waives, discharges and covenants not to sue the Town of Charlestown, its officials, employees, agents and representatives (hereinafter "Releasees") from all liability to the undersigned, and his/her representatives, heirs, and successors in interest (hereinafter "undersigned") for any and all loss or damage, and any claim or demands therefore on account of injury to the person or property of the undersigned, whether caused by the negligence of the Releasees or otherwise while the undersigned and their guests are in, about or using the town property.
2. Hereby agrees to indemnify and save and hold harmless the Releasees from any loss, injury, liability, damage or cost they may incur due to the presence of the undersigned and their guests in or about, or the undersigned's and their guests' use, the town property whether caused by the negligence of the Releasees or otherwise.
3. Hereby assumes full responsibility for and risk of bodily injury or property damage, including but not limited to death, paralysis, brain injury, heart attack, stroke, aneurysm, broken bones, torn tendons or ligaments, torn muscles, spinal injury, damage to organs, disease, infection and any other physical or emotional injury, medical or psychiatric condition or complication of any kind whatsoever, due to any cause, including the negligence of Releasees or otherwise, while in, about or using the town property.
4. Hereby represent and warrants: (a) that he/she and their guests acknowledge that presence in or about, and use of, the town property is on an unsupervised basis and some of the risks of harm include, but are not limited to, physical activity, slippery surfaces, obstacles which might cause trip and falls, pre-existing health problems, carelessness and negligence of Releasees or others, structural failures, impeded access, electrical, heat, air conditioning or ventilation defects, lack of security and/or supervision, and any other risk of harm whatsoever that they might encounter in or on the town property. (c) that he/she and their guests have read this Release of Liability carefully and had an opportunity to review it with legal counsel.

Signature of Renter: _____ Date: _____