

# DANBURY TOWNSHIP BUILDING RESERVATION FORM

DATE OF EVENT: \_\_\_\_\_ NAME OF GROUP: \_\_\_\_\_

TYPE OF EVENT: \_\_\_\_\_ TIME EVENT STARTS: \_\_\_\_\_ TIME EVENT ENDS: \_\_\_\_\_

RESERVING (check one):  Township Hall Shelter House (No charge for residents)  Lake Point Park Shelter House (\$300.00 non-refundable reservation fee)  
 Lower meeting room (see note below)

NOTE: The lower meeting room at Township Hall is only available to local groups for their meetings. There is no charge and reservations must be made. The meeting room and restrooms must be left clean after the meeting is finished.

NAME, ADDRESS & PHONE OF PERSON IN CHARGE: \_\_\_\_\_

INSURANCE COMPANY NAME, PHONE AND POLICY NUMBER: (required regardless if liquor is available):  
\_\_\_\_\_  
\_\_\_\_\_

NAME UNDER WHICH THE INSURANCE POLICY IS HELD: \_\_\_\_\_

WILL LIQUOR BE SERVED? \_\_\_\_\_

If yes, will it be served to invited guests, the general public or both? \_\_\_\_\_

A liquor permit is required along with proof of insurance that includes a minimum of \$500,000 personal liability if served to the general public and \$1,000,000 host liquor liability if sold to the general public.

## INDEMNIFICATION AGREEMENT

I, (printed name of person in charge of group) \_\_\_\_\_ shall implement appropriate safeguards to prevent accident or injuries to persons or properties. To the fullest extent that is permitted by law, I/our group, agree to indemnify, defend and hold harmless Danbury Township, its officials, agents, employees and volunteers and all others connected with Danbury Township from any and all actions, claims, demands, suits, liabilities (statutory and workers compensation law), losses, damages or expenses including attorneys' fees, as well as all costs from death of, injuries to, theft of or damage to properties or persons, including third parties; growing out of, directly or indirectly caused by any service, operation or associated incidents from the actions or omissions undertaken by me/our group or any of its agents, employees or subcontractors. Further, I/our group understand the following rules which include no gambling on premises; to clean the premises after use and place all refuse in containers; to reimburse Danbury Township for any damages to the premises, buildings and equipment; to use only the designated building and restroom areas; to accept the premises in its present condition and return it in like condition; to vacate the premises at the scheduled time; that no personal property shall be on the premises other than during the rental period; that posters or signs will not be attached to the premises; that all property is returned to designated storage areas and that rental hours end at 10 p.m.

\_\_\_\_\_  
Printed Name of Danbury Twp. Representative

\_\_\_\_\_  
Printed Name of Person in Charge of Group

\_\_\_\_\_  
Signature of Danbury Twp. Representative/Date

\_\_\_\_\_  
Signature of Person in Charge of Group/Date

MUST PROVIDE EMAIL ADDRESS OF PERSON IN CHARGE: \_\_\_\_\_