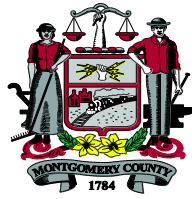


**MONTGOMERY COUNTY  
BOARD OF COMMISSIONERS**

VALERIE A. ARKOOSH, MD, MPH, CHAIR  
KENNETH E. LAWRENCE, VICE CHAIR  
JOSEPH C. GALE, COMMISSIONER



**ASSETS AND INFRASTRUCTURE**

MONTGOMERY COUNTY COURTHOUSE • PO Box 311  
NORRISTOWN, PA 19404-0311

610-278-3029  
WWW.MONTCOPA.ORG

TOM BONNER  
DIRECTOR

DAVID B. CLIFFORD  
PARKS ADMINISTRATOR

**PENNYPACKER MILLS CLASSROOM BUILDING RESERVATION AND RENTAL AGREEMENT**

This agreement, entered into this day \_\_\_\_\_ by and between the County of Montgomery (hereinafter referred to as County), Court House, Norristown, PA, 19404, and \_\_\_\_\_ (hereinafter referred to as lessee). Whereas, the lessee desired to lease the CLASSROOM BUILDING at Pennypacker Mills, 5 Haldeman Road, Schwenksville, 19473 as indicated below:

	Weekday	Weekends	Damage Deposit
9:00 a.m. – 9:00 p.m.	\$60.00	\$100.00	\$60.00 or \$100.00

**Rental Procedures and Rules:**

- A reservation date will not be held until the checks for the fee and damage deposit are paid, and the form is completed.
- The fee is non-refundable. Two separate checks payable to “County of Montgomery” are required.
- Lessee agrees to adhere to the maximum number of persons permitted for the Classroom Building, not to exceed 80.
- If the Classroom building is destroyed by fire, flood or acts of God, so as to be unfit for occupancy prior to or during the term of the lease, the County shall have no obligation to repair the premises.
- When the rental is catered, a copy of the Health Department license must be provided two weeks before the date of the rental, indicating the name of the party for whom the caterer was hired.
- Lessee agrees to indemnify and hold harmless the County and its staff for any liability incurred while using the facilities at Pennypacker Mills.
- ALL COUNTY PARKS, TRAILS & HISTORIC SITES ARE NOW SMOKE FREE. NO SMOKING (INCLUDING VAPORIZERS) OF ANY KIND IS ALLOWED.

Name \_\_\_\_\_ Phone: \_\_\_\_\_

Address \_\_\_\_\_ Email: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Reservation Day/Date: \_\_\_\_\_ Arriving : \_\_\_\_\_ Departing: \_\_\_\_\_

Type of Event: \_\_\_\_\_ Use of Exterior: \_\_\_\_\_

# of people included: \_\_\_\_\_

By signing below, I am indicating that I have read the above and will abide by these regulations, other posted County regulations, and on-site staff directives.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Site Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_

SPECIAL INSTRUCTIONS: \_\_\_\_\_

**Please sign and return original form with checks for the fees to: Pennypacker Mills, 5 Haldeman Rd, Schwenksville, PA 19473**