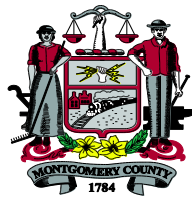


**MONTGOMERY COUNTY
BOARD OF COMMISSIONERS**

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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. They can be faxed to 610-287-9657, 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