

## APPLICATION FOR RENTAL OF THE FIELD HOUSE

The Field House is a Community Center owned, operated and administered by the Borough of Chester

Fundraising of any kind is strictly prohibited by Individuals, Non-Profit Groups and Businesses

Name of Individual or Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Purpose of Use: \_\_\_\_\_ Number of Guests \_\_\_\_\_

Date Requested: \_\_\_\_\_ Day of the Week: \_\_\_\_\_

### Rental Fees:

\$700 Chester Borough Residents for 5 hours, which includes setup and cleanup time

\$700 Non-Residents for 5 hours, which includes setup and cleanup time

\$100 Security Deposit required on all rentals (for damage or check out list not completed)

\$100 Additional time: per extra hour (60 minutes or any part thereof equals 1 hour)

\$35 Additional fee: for use of outdoor grill

\$150 Chester Borough Residents – Meeting Room use only –2 hour max- No kitchen use

\$175 Non-Residents – Meeting Room use only -2 hour max- No kitchen use

Time requested for FH to be unlocked and setup begins: \_\_\_\_\_

Start and End time of Event: \_\_\_\_\_

Time requested for FH to be locked after cleanup is completed: \_\_\_\_\_

Approximate # of Attendees: Alcohol Use: Yes( ) No( ) Grill Use: Yes( ) No ( )

### PLEASE PROVIDE THE FOLLOWING:

1. Signed Application and Hold Harmless Agreement
2. Certificate of Insurance
3. Payment in Full to reserve the date– Credit Card payment on Community Pass only

I HAVE READ AND AGREE TO FOLLOW THE RULES AND REGULATIONS FOR THE RENTAL OF THE FIELD HOUSE.

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