

STOVE USE Yes         
No       

## 2026 SCIOTO TOWNSHIP RENTAL AGREEMENT

3737 Ostrander Road  
Ostrander, OH 43061  
740-666-3014 x104

TRUSTEES  
Ralph Moseley  
Sandra L. Stults  
Matthew Akers

FISCAL OFFICER  
Kathy Melvin

### **COMMUNITY CENTER RENTAL AGREEMENT**

This rental agreement entered into on the \_\_\_\_\_ day of \_\_\_\_\_ 202\_\_\_\_, between Scioto Township (hereinafter referred to as "Township"), and \_\_\_\_\_ (hereinafter referred to as "Renter"), whose address is \_\_\_\_\_ and whose telephone number is \_\_\_\_\_.

The Township hereby agrees to rent Meeting Room(s) "A" \_\_\_\_\_ "B" \_\_\_\_\_, kitchen facilities \_\_\_\_\_ and restrooms only, in the Township Community Center located at 3737 Ostrander Road, Ostrander, OH 43061 to the Renter for the \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_\_\_, between the hours of \_\_\_\_\_ and \_\_\_\_\_.

The Renter agrees to pay rent in the amount of \$ \_\_\_\_\_ for the use of the Township Meeting Room(s) for the above period. A **\$65.00** maintenance fee (non-refundable) is due when the contract is signed. In addition, the Renter agrees to pay a deposit in the amount of **\$150.00**, to cover any damage and/or additional maintenance, which may result from the Renter's use of the Township Community Center, Meeting Room(s), kitchen or grounds. **The fee for Non-Residents is a flat nonrefundable fee of \$400.00.** Liability for damage or additional maintenance is not limited to the deposit amount. The deposit shall be paid at the time this rental agreement is signed. All or part of the deposit is refundable. The amount refunded will depend on the condition the Renter leaves the Township Community Center, Meeting Room(s), restrooms and the kitchen if rented and adherence to rental agreement and rules. **Checks should be made out to Scioto Township (2 checks \$65.00 and \$150.00).**

Renter agrees to limit the use of the Township Community Center Meeting Room(s) and kitchen, if used, to the following use: \_\_\_\_\_.  
**The building max is 100.**

Renter agrees that the Township Center Meeting Room(s) shall not be used for any purpose other than the one described in the previous paragraph unless Renter first acquires the written permission from the Township for the additional use.

Renter understands and agrees that the Renter's use of the premise shall comply with the attached and included rules.

**RENTER IS RESPONSIBLE FOR WIPING DOWN TABLES, CHAIRS, COUNTERS,  
REFRIGERATOR/FREEZER WITH PROVIDED CLEANING SOLUTION PRIOR TO LEAVING  
THE BUILDING.**

The Township reserves the right to refuse to rent the premise to any individual, group or organization at any time, and to cancel this rental agreement with a 48 hour notice and without cause.

Meetings/gatherings may be held during the hours of 8:00 am – 11:00 pm Sunday through Saturday. The township community center/meeting room(s) must be vacated by 11:00 pm.

The Township reserves the right to remove Renter or any of Renter's guests in the event the requirements and/or rules of this agreement are violated or in the event any dangerous, disruptive or unlawful activity is permitted to occur on Township property during the time covered by this rental agreement.

Renter agrees to conduct its activities on Township property so as not to endanger or disturb any person or property, and further agrees to sign the following hold harmless agreement.

Renter agrees to provide at least thirty 30 days written notice of cancellation. Failure to provide at least thirty 30 days written notice of cancellation may result in the forfeiture of all of the deposit.

**Renter agrees to lock the doors before leaving the facility and are unable to get the doors locked please call or text 740-272-1407.**

Note: The kitchen can only be used for serving food it does not meet the conditions for food preparation.

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Authorized Agent of Scioto Township

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Date

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Renter or Agent of Renter

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Date

Deposit information:

Amount paid \$ \_\_\_\_ / \_\_\_\_ Date paid \_\_\_\_\_ Check #'s \_\_\_\_\_ / \_\_\_\_\_

**Deposit is refundable if Renter leaves the premise as they found it and comply with Rules for Users/Renters. Failure to leave door keys, comply with the rules and/or leaving the meeting room(s) and kitchen, if used, in an unsatisfactory condition will result in forfeit of some or all of the deposit**

**RENTER IS RESPONSIBLE FOR WIPING DOWN TABLES, CHAIRS, COUNTERS,  
REFRIGERATOR/FREEZER WITH PROVIDED CLEANING SOLUTION PRIOR TO LEAVING  
THE BUILDING.**

## SCIOTO TOWNSHIP HOLD HARMLESS AGREEMENT

To the fullest extent permitted by law \_\_\_\_\_ agrees to defend, pay in behalf of, and hold harmless Scioto Township, its elected and appointed officials, employees and volunteers and others working in behalf of Scioto Township, against any and all claims, demands, suits, loss, including all costs connected therewith, for any damage which may be asserted, claimed or recovered against or from Scioto Township, its elected and appointed officials, employees, volunteers of others working in behalf of the Scioto Township, by reason of personal injury, including bodily injury and death; and/or property damage, including loss or use thereof, which arises out of the alleged negligence of Scioto township and/or is in any way connected or associated with this contract.

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Authorized Agent of Scioto Township

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Date

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Renter or Agent of Renter

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Date

### RULES FOR USERS/RENTERS OF THE SCIOTO TOWNSHIP COMMUNITY CENTER MEETING ROOMS

**RENTER IS RESPONSIBLE FOR WIPING DOWN TABLES, CHAIRS, COUNTERS,  
REFRIGERATOR/FREEZER WITH PROVIDED CLEANING SOLUTION PRIOR TO LEAVING  
THE BUILDING.**

1. **No alcoholic beverages** are permitted inside the Township Community Center or on Township property.
2. No smoking or vaping inside of the Township community center, offices or fire station. If you smoke outside, all smokers are to use the cigarette butt containers.
3. In the event that a health permit is required, the renter is responsible to contact the Delaware County Health Department.
4. No wholesale or retail sales or seminars for personal or business profit shall be held in the Township Community Center or on the Township grounds.
5. Renter agrees to clean the rented premises and remove all trash from the trash cans, while replacing used trash bag with clean trash bags, **including the restrooms**. Used trash bags will be placed in outside trash dumpster. Renter agrees to clean the tables and chairs before returning them to the closet. Renter agrees to vacuum the carpet in the rented meeting rooms, mop the kitchen floors and clean kitchen including appliances, if the kitchen is used. The renter agrees to clean the glass and any smudges from the walls and glass doors before leaving the facility.
6. Renter will reimburse the Township for any damage to the premises, building or equipment.
7. Building and grounds must be vacated by the scheduled time.
8. No personal property, unless with prior written consent, shall be left on the premises other than during the rental period.
9. Personal and long-distance telephone calls are not permitted on the Township phones.
10. Children must be supervised at all times; entrance into the fire department areas is not permitted.
11. No tape, tacks, nails, etc. or adhesive agents shall be used ANYWHERE within or outside of the building.

**12. RENTER IS RESPONSIBLE FOR WIPING DOWN TABLES, CHAIRS, COUNTERS, REFRIGERATOR/FREEZER WITH PROVIDED CLEANING SOLUTION PRIOR TO LEAVING THE BUILDING.**

**13. IF YOU ARE UNABLE TO LOCK THE DOORS BEFORE LEAVING PLEASE CALL OR TEXT 740-272-1407.**

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Renter or Agent of Renter

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Date

**RENTER IS RESPONSIBLE FOR WIPING DOWN TABLES, CHAIRS, COUNTERS, REFRIGERATOR/FREEZER WITH PROVIDED CLEANING SOLUTION PRIOR TO LEAVING THE BUILDING.**