

Procedures for Renting Paris Community Pavilion

- A. Contact Rick Jadel Paris Community Association at 330-205-5205
- B. Coordinate date and time for use of Pavilion
- C. Community Association responsibilities:
 - a. Provide a clean facility including kitchen, rest rooms and seating area
 - b. Coordinate a date and time for a facility walk-thru. This is to insure that the renter understands what is provided and available at the Center for their use and to explain to the renter that the facility needs to be left in the same condition as it is when they received it.
 - c. Open the facility for the renter on the day of rental
 - d. Joint inspection with an Association member and the renter at the end of day
 - e. Return of Deposit after inspection
 - f. The Association will be responsible for removing trash after the event
- D. Renter responsibilities:
 - a. The renter will pay rent and deposit in advance of use date and sign use contract
 - b. The renter and Association member will arrange for an inspection time at the end of the day
 - c. The renter will clean pavilion as agreed to in the contract
 - d. All trash from the event will be left in trash cans
 - e. Removing your own trash will save you \$20 on rental fee

Single Day Pavilion Rental is \$100
Deposit Required will be \$100

Rental and Deposit for a Single Day is \$200

Deposit will be returned after final inspection

Facility walk-thru _____
Date/time

Facility use Contract Agreement:

Renter Signature

Association Member Signature