

**LOWER MOUNT BETHEL TOWNSHIP  
NORTHAMPTON COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2013 - 08**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF  
LOWER MOUNT BETHEL TOWNSHIP, NORTHAMPTON  
COUNTY, PENNSYLVANIA ESTABLISHING THE FEE  
SCHEDULE FOR THE BUILDING / FACILITY USE  
ORDINANCE AND AN APPLICATION FOR USE**

**WHEREAS**, on April 1, 2013, the Lower Mount Bethel Township Board of Supervisors adopted Ordinance 2013- 09 ("Building / Facility Use Ordinance"), which governs the rules and regulations for the public to utilize Township buildings and property; and

**WHEREAS**, the Township incurs expenses in maintaining and insuring the Recreation Facilities of the Township; and

**WHEREAS**, the Building / Facility Use Ordinance authorizes the Township to charge a fee for the use of the Recreational Facilities of the Township; and

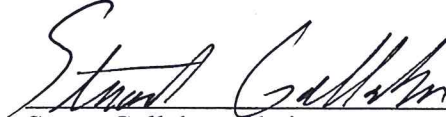
**WHEREAS**, the Board of Supervisors desires to establish a fee schedule for the use of various facilities; and

**BE IT RESOLVED**, by the authority of the Board of Supervisors of Lower Mount Bethel Township, Northampton County, Pennsylvania, that the fees to be charged by Lower Mount Bethel Township in connection with the use of Recreational Facilities owned by the Township are established by "Exhibit A."

**BE IT FURTHER RESOLVED**, by the authority of the Board of Supervisors of Lower Mount Bethel Township, Northampton County, Pennsylvania, that the Board requires all parties that are seeking to use Township Recreational Facilities must fill out an application and rental agreement, which is marked "Exhibit B."

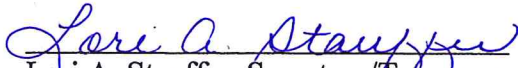
**DULY ADOPTED** this 1<sup>st</sup> day of April, 2013, by a majority of the Board of Supervisors of the Township of Lower Mount Bethel Township, Northampton County, Pennsylvania, at a duly advertised meeting of the Board of Supervisors at which a quorum was present. As part of this Resolution, the Board of Supervisors has directed that the Chairperson, or Vice-Chairperson in the absence of the Chairperson, execute this Resolution on behalf of the Board.

**LOWER MOUNT BETHEL TOWNSHIP  
BOARD OF SUPERVISORS**



\_\_\_\_\_  
Stuart Gallaher, Chairperson

**ATTEST:**

  
\_\_\_\_\_  
Lori A. Stauffer, Secretary/Treasurer

**LOWER MOUNT BETHEL TOWNSHIP**  
**BUILDING / FACILITY USE**  
**FEE SCHEDULE**

	<b>Resident Fee</b>	<b>Non-Resident Fee</b>
Centerfield Building – Lower Level	\$ 50.00	\$ 75.00
Centerfield Building – Gym One-Time Use	\$ 20.00	\$ 40.00
Centerfield Building – Upstairs Meeting Room	\$ 20.00	\$ 40.00
Riverton Fields Pavilion	\$ 25.00	\$ 50.00
Kiefer Fields Pavilion	\$ 25.00	\$ 50.00
Centerfield Pavilion	\$ 25.00	\$ 50.00
Kiefer Ball Field (Baseball)	\$ 35.00	\$ 50.00
Riverton Fields (Soccer or Softball) Daily	\$ 35.00	\$ 50.00

“Exhibit A”

# LOWER MOUNT BETHEL TOWNSHIP RESERVATION APPLICATION

Lower Mount Bethel Township  
 2004 Hutchinson Avenue  
 PO Box 257  
 Martins Creek, PA 18063

## PRIMARY CONTACT AND/OR ORGANIZATION

Event is being sponsored by:     Individual                       Business/Organization                      Date: \_\_\_\_\_

\*Contact Person's Name: \_\_\_\_\_

Resident                       Non-Resident                      LMBT Business/Organization:     Yes     No

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

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

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_

Email: \_\_\_\_\_ Fax: \_\_\_\_\_

Company/Organization (if applicable): \_\_\_\_\_

Is your organization a registered 501 (C)(3)?                       YES                       NO  
 Is your organization an educational institution?                       YES                       NO  
 Is your organization a church?                       YES                       NO  
 EIN Number: \_\_\_\_\_

Business Address: \_\_\_\_\_

\*Contact person must be the responsible party for the event and must be present on the day of the rental.

## EVENT DETAILS

Failure to disclose all event information may result in cancellation of your rental. Incomplete information will delay the processing of your application and may result in loss of your requested dates/times. Please check "Yes" or "No" for each of the following. If you marked "Yes" for any items, please explain.

	YES	NO	EXPLANATION
Is your event open to the public?			
Will you be advertising your event?			
Will you collect admissions, donations, or fees?			
Is your event a fundraiser?			
Will food or beverages be served?			
Will there be live or amplified music?			
Are you hiring a third party vendor?			

## FACILITY REQUESTED (Check all that apply)

Business/Organization Meeting     Family/Social Gathering     Birthday Party     League     Shower  
 Recital     Workshop     Program     Show     Other

Event Name: \_\_\_\_\_  
 Requested Date: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_ (includes setup and cleanup)

Alternate Date/Time (if any) \_\_\_\_\_  
 Anticipated Attendance:     Adults: \_\_\_\_\_     Children: \_\_\_\_\_

**"Exhibit B"**

For multiple dates (on-going rentals), please attach a separate sheet listing all dates and times.

**STATEMENT OF CERTIFICATION**

I certify that the information provided on this form is true and accurate to the best of my knowledge. I understand that providing false or misleading information is grounds for lower mount bethel township to cancel or terminate my event.

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

**LOWER MOUNT BETHEL TOWNSHIP USE ONLY**

ROOM RESERVED		TOTAL CHARGES	\$
Room	Amount	LESS 50% DEPOSIT	\$
Centerfield Upper Meeting Room		BALANCE DUE	\$
Centerfield Gym		FORMS RECEIVED : _____ DATE: _____ Rental Agreement: <input type="checkbox"/> YES <input type="checkbox"/> NO _____  SIGNATURE: _____	
Centerfield Lower Level Meeting Room			
Centerfield Pavilion			
Keifer Pavilion			
Riverton Pavilion			
<b>TOTAL</b>			

# LOWER MOUNT BETHEL TOWNSHIP RENTAL AGREEMENT

1. Lower Mount Bethel Township, its employees, boards, and committees are not responsible for injuries to persons or damages of loss of property. Every lessee shall further agree to pay for any and all damages to the Township and damages to or loss of any of the property and equipment of the Township resulting either directly or indirectly from such occupancy and use of the Centerfield Building Lower Level, Centerfield Gym, Centerfield Upstairs Meeting Room, Centerfield Pavilion, Kiefer Pavilion or Riverton Pavilion by or through the negligence or other acts of the lessee or any persons participating in or attending their function.
2. The Township reserves the right to cancel any function that it deems is detrimental to Lower Mount Bethel Township.
3. Lower Mount Bethel Township may cancel the contract of any persons or organization as to the use of any portion of the Centerfield Building Lower Level, Centerfield Gym, Centerfield Upstairs Meeting Room, Centerfield Pavilion, Kiefer Pavilion or Riverton Pavilion when such person or organization, in the opinion of the Secretary/Treasurer, is not acting for the best public interest.
4. Inappropriate behavior by any lessee or their guest will not be tolerated.
5. The number of participants designated on the reservation application will be the maximum allowed to enter into the room or pavilion booked. Room capacities must be strictly adhered to for fire safety concerns.
6. All lessees must pay a \$250 security deposit the day of reservation. The deposit will be returned after inspection.
7. Lower Mount Bethel Centerfield is a smoke free environment. Smoking is allowed in paved parking areas only.
8. Alcoholic beverages are not permitted.
9. Excessive noise from bands, disc jockeys, participants, etc. will not be allowed.
10. Any event that is open to outside participation or attendance from people outside of the sponsoring organization must provide the township with a copy of liability insurance. Liability insurance required is \$1 million aggregate for any number of claims arising out of a single accident or occurrence. Lower Mount Bethel Township must be listed as "additional insured."
11. Groups composed of youth shall be supervised by one adult (21 years of age or older) per each twenty-five (25) youth at all times while using the Centerfield Building Lower Level, Centerfield Gym, Centerfield Upstairs Meeting Room. The adult who will be responsible for the activity must make the reservation for use of the facility. Youth are defined as those under the age of 18.

IN WITNESS WHEREOF, I have been provided the entire requirements and agree to Lower Mount Bethel Townships Policies and Procedures and the terms of this Agreement as executed

this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Accepted By: \_\_\_\_\_  
Print Name Signature

LMBT Representative: \_\_\_\_\_  
Signature