



# 2025 Moon Parks & Recreation

## Moon Park Pavilion Rental Agreement

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### Pavilion rental is conditional on the following criteria being met:

1. To qualify for the resident rate, the renter must provide proof of residency in Moon Township, sign the agreement, and make payment. Rentals cannot be made in another person's name to get the resident rate. All agreements, payments, and communications must come from the renter.
2. The park pavilion hours are 9:00 AM – 11:00 PM.
3. Pavilion capacity is the event capacity. Do not exceed maximum capacity.
4. All park rules and regulations must be followed. A copy of these rules and regulations is available at the Township Municipal Building.
5. Glass bottles, confetti, glitter, birdseed, rice, flower petals, inflatables and pig roasts are NOT permitted.
6. All garbage must be placed in the appropriate containers. Any additional garbage that will not fit in such containers must be bagged and placed next to containers. Leave charcoal in the grills. All decorations must be removed at end of event.
7. The electrical power in the pavilions is minimal. The Township does not guarantee any wattage or amperage. Any excess power use may result in blown breakers or power loss. The Township is not responsible for any loss of electrical service or damage to renter's or guest's equipment.
8. No pets are permitted in or around the pavilions according to Moon Township Ordinance No. 531.
9. The facility and grounds are TOBACCO-FREE zones including "vaping" and e-cigarettes according to Township Resolution R-28. All Federal, State, County, and Local laws will apply.
10. Pavilion reservations do NOT guarantee the availability of parking. Parking is **ONLY** permitted in marked, specified areas. Parking is NOT permitted along roads, grass and play areas.
11. Event noise should be contained to the vicinity of your pavilion and should not be heard throughout the park. All sound equipment must be inside of pavilion. The Township reserves the right to set volume levels or terminate the sound at the Township's discretion.
12. The Township must pre-approve all banners, additional structures, gaming sets, or any equipment brought in by renter, and such items may require the payment of additional fees.
13. Renter may not charge for the facility use or receive any fees from users, including but not limited to: fundraising, tickets, donations, food, beverage or any other funds without the prior written consent of the Township of Moon.
14. No damage may occur to structure, fixtures or grounds during rental.
15. An organization reserving a Moon Township facility is required to provide a Certificate of Insurance verifying a minimum policy coverage of \$1,000,000, naming Moon Township, located at 1000 Beaver Grade Rd, Moon Township, PA, 15108, as an additionally insured entity.

#### **Deposit:**

**If the above criteria is satisfied**, the deposit will be returned to the credit card used to pay the deposit or by check in the mail within approximately six (6) weeks after your rental date. **Failure to follow the above criteria** may result in the loss of deposit and ineligibility to reserve future pavilions.

#### **Cancellations:**

The Township requires a thirty (30) day notice of cancellation for the return of a deposit and rental fee. Any cancellation inside of thirty (30) days will be subject to loss of rental fee.

#### **Violations of this Agreement:**

If a credit card is required for the rental, the renter understands that he/she may be charged additional fees for violations of this Agreement, for exceeding the maximum occupancy level for the pavilion or for any damages to Township property; and by executing this Agreement the renter hereby consents to any such additional charges by the Township.



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RENTER'S NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

DATE OF RENTAL \_\_\_\_\_ PAVILION \_\_\_\_\_

PURPOSE OF RENTAL \_\_\_\_\_ RENTAL TIME \_\_\_\_\_

PAVILION DEPOSIT \$ \_\_\_\_\_ FEE \$ \_\_\_\_\_ ABC \$ \_\_\_\_\_

A Certificate of Insurance is required for groups, organizations and companies. Renter shall have, at all times while this Rental Agreement is in effect, a commercial general liability insurance policy with a minimum limit in the amount of \$1,000,000 which includes a combined single limit of liability for Bodily Injury and Property Damage. The Certificate of Insurance is to be provided with the Township of Moon, 1000 Beaver Grade Road, Moon Township PA, 15108 named as an additional insured. The group, organization or company listed as INSURED on the insurance must match the organization listed on this agreement.

No person or persons whatsoever may sell or offer to sell any article or service for hire within the limits of the park or set up therein any stand or booth for such purpose or distribute or display handbill, cards or advertisements of any nature whatsoever unless authorized by the Director of Parks and Recreation. No fundraising is permitted.

It shall be unlawful for any person in any park, recreation or conservation area to prevent any person from using any park or any facilities or interfere with such use in compliance with Township Code and the rules applicable to such use.

The Township reserves the right to deny a potential renter, based on past experience with the renter, or any other valid reason and reserves the right to increase the deposit again based on past experiences with the renter. A party which owes the Township money as a result of a prior use of a facility will not be permitted to again use the facility until this debt is resolved.

Renter agrees to defend, indemnify, and hold harmless the Township of Moon, its elective officials, officers, appointees and employees from and against any and all loss, liability, and damages, of whatever nature to persons, property, including but not limited to death of any person and loss of the use of any property related to or resulting from use of said facility pursuant to this Agreement.

I have read and agree to the deposit and rental fees and the rules governing the use of the a Moon Park Pavilion. I also understand that in the event of damages or theft during the use of the center, the renter will not be refunded the deposit and in the event of damages exceeding the deposit fee, the renter will be charged additionally for damages incurred. **By agreeing to this Agreement, I understand all fees, times; dates, etc. are subject to change. At the time of full payment, the renter must agree to the current rules and regulations.**



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### INDIVIDUAL RENTERS

SIGNATURE OF RENTER \_\_\_\_\_ DATE \_\_\_\_\_

### COMPANY/ORGANIZATION RENTERS

SIGNATURE OF RENTER'S AGENT \_\_\_\_\_ ON BEHALF OF  
\_\_\_\_\_  
(COMPANY/ORGANIZATION)

DATE \_\_\_\_\_