

# Rapho Township

Established In 1741

971 N. Colebrook Road

Manheim, PA 17545

(717)665-3827

Contact Person: Ena Marie Banks

E-mail: [enamarie@raphotownship.com](mailto:enamarie@raphotownship.com)

## 2020 RENTAL AGREEMENT

This agreement is made by and between Rapho Township (Lessor) and Lessee. As used by herein, "Lessee" refers collectively to the renting group or organization and the responsible person. The renting group or organization and the responsible person are jointly and solely responsible for Lessee's obligations under this agreement.

### **Renting Group/Organization:**

**Contact Person:**

**Phone #:**

**Email:**

**Address:**

**Date Requested:**

**Time Requested:**

Please check what facility you wish to rent and which fee applies to you:

Concession stand including small pavilion

**(Concession stand will be unlocked 1 hour prior to your event)**

\_\_\_ \$75 for residents of Rapho Township

\_\_\_ \$100 for non-residents

Small Shamrock Pavilion – seats 50 people (does not include use of concession stand)

\_\_\_ \$50 for residents of Rapho Township

\_\_\_ \$75 for non-residents

Large Shamrock Pavilion – seats 70 people

\_\_\_ \$50 for residents of Rapho Township

\_\_\_ \$75 for non-residents

Hoop Coop Pavilion – seats 50 people (next to basketball courts)

\_\_\_ \$50 for residents of Rapho Township

\_\_\_ \$75 for non-residents

Silo #1 – seats 16 people (closest to the baseball field)

\_\_\_ \$20 one silo/\$35 two silos for residents of Rapho Township

\_\_\_ \$25 one silo/\$40 two silos for non-residents

Silo #2 – seats 16 people (between the playgrounds)

\_\_\_ \$20 one silo/\$35 two silos for residents of Rapho Township

\_\_\_ \$25 one silo/\$40 two silos for non-residents

For private reservation of all sports fields, please contact Don Wenger at:  
(717)725-6292 or [manheimsports@gmail.com](mailto:manheimsports@gmail.com) or [wengbarons@gmail.com](mailto:wengbarons@gmail.com)

**\*Play area and walking trails are always open to the public.**

Rapho Township agrees to rent the facilities on the date described above under the following terms and conditions:

Lessee shall abide by and enforce all park rules and regulations relating to the rental of the facilities as listed below.

- Be courteous to other park users.
  - Share the facilities as needed. Areas that have been rented will be clearly marked and may not be utilized by other visitors during the rental period.
  - Walkways must remain clear. The walkways are meant for casual walking and biking. When using the walkways, pedestrians have the right of way.
  - Skateboarders and bicyclists are only permitted on the macadam walkways and should yield to pedestrians. No skateboards, hover boards, scooters, bicycles, roller skates, or other moving vehicles other than wheelchairs, mobility aids, and other power driven mobility devices in compliance with the Americans with Disabilities Act are permitted on the basketball courts.
  - The park is open at dawn and closes at dusk. No loitering, including overnight stays, is permitted between dusk and dawn.
  - All animals must be kept on a leash, except in the enclosed dog park. Clean up after your animals – a waste container has been provided for that purpose. Animals are not permitted within the fenced playground area.
  - The use of alcoholic beverages and/or illegal substances is prohibited.
  - The use of threatening, abusive, insulting, profane or obscene language is prohibited. Smoking in playground areas is prohibited.
  - The discharging of firearms and devices that impel pellets/objects of any kind (including paintball or airsoft guns) is prohibited.
  - Destruction or vandalism of trees, structures, or property are prohibited.
  - Grills for picnic use are permitted, provided that they are placed on grass areas, not on the sidewalks around the pavilions.
  - If food will be sold outside of the concession stand a \$25 Permit must be acquired from the township office 5 days prior to the event. Electricity from the concession stand may not be used to power food trucks.
  - **Any structure needs pre-approval of the township. If approved, any tent or structure requiring stakes to secure needs placement approval by the Public Works Director.**
  - Cans for trash and recycling are available. We ask that if the lessee fills more than one can of trash and/or recycling, the full bags get put into the dumpsters that are in the parking lot and not left beside the trash can(s). Littering (including cigarette butts) is prohibited and will not be tolerated.
  - The parking space adjacent to the Large Shamrock Pavilion is for loading purposes only. Do not use the paths for motor vehicles other than temporary parking for dropping off passengers and supplies at this location. Vehicles must move cautiously and yield to pedestrians and bicyclists on the path.
  - No Driving or Parking on Grass
  - There is no solicitation in the park other than permitted food sales, unless pre-approved by the Township.
  - **No mechanical games, toys, rides, recreational vehicles, machinery or activities requiring water may be used at any location in Rapho Park. This includes, but is not limited to, bouncy houses, water slides, slip and slides, mechanical bulls, carnival rides or games, barrel trains, four-wheelers, or snowmobiles.**
  - Appliances included in the Concession Stand are a stove/oven, microwave oven and a refrigerator/freezer. Please be aware that GEARS Summer Playground Program uses the refrigerator/freezer for the donated snacks, and therefore space may be limited.
-

Lessee is responsible for all injury, damage or destruction to the rental facilities or to Township property that occurs during Lessee's rental of the facilities.

Lessee agrees to hold Lessor harmless from any and all liability, loss or damage arising from or in any way related to Lessee's use of the rental facilities or associated Township property.

**Additional rules for concession stand and pavilions:**

- The park dumpsters are available for your use for trash and recycling. Do not leave excess bags next to trash and recycling cans.
- Pavilion rental fees are non-refundable, regardless of weather.
- Reservations will be preliminarily accepted by phone, but are not confirmed until a signed rental agreement and payment are received.
- Reservations for the calendar year will be accepted after January 1. Reservations will be accepted on a first come, first served basis.
- Pavilions and concession stand must be in the same condition at the end of the rental as they are at the beginning. Additional fees will be charged if extra clean-up by the Township is required.
- Failure to comply with all park and pavilion rules may result in limitations on future rentals.

**\*Play area and walking trails are always open to the public.**

Rapho Township reserves the right to deny facility reservations in the event of Township sponsored events at the facility on the requested date.

**Please return contract with payment in order to confirm your rental date. Payment deadline is no later than two weeks prior to rental date. Failure to pay by this deadline will not insure rental. Make checks payable to "Rapho Township".**

**RAPHO COMMUNITY PARK IS A TOBACCO FREE ZONE**

The undersigned individual acknowledges that he/she is duly authorized to execute this document on behalf of Lessee.

Lessor and Lessee, each intending to be legally bound, agree to the terms and conditions of this Agreement and have executed this Agreement this \_\_\_\_ day of \_\_\_\_\_, 2020.

Lessee: \_\_\_\_\_

Contact name and number on the day of event \_\_\_\_\_

Lessor: \_\_\_\_\_

Rapho Township  
In case of emergency the day of the event  
Contact John Haldeman - (717)314-3620