

PARKS AND RECREATION

16 Attachment 4

Township of Lower Macungie

**Rules and Regulations Governing the Use of Facilities in
Lower Macungie Township**

1. The responsible person for renting the facility is a resident of Lower Macungie Township and the responsible person will be present at the function for which the hall is being rented. If a civic group, must have Township resident actively involved.
2. There will be no alcoholic beverages, drugs or any other illegal activities in the facilities.
3. Any amplification used must cease at 10:00 p.m. Sunday through Thursday and 11:00 p.m. Friday and Saturday evenings and all activity in the building will end at midnight.
4. Deposit checks and rental checks (payable to Lower Macungie Township) will be received 10 days prior to date of function and will be deposited in the bank. If rental is arranged within the ten-day period, a cash only deposit will be required. Refund checks for deposits will be sent within 10 days providing the hall is deemed clean and damage free. If damages occur or cleaning expenses are necessary, the deposit will be held at the discretion of the Township. Nothing contained herein shall preclude the Township from seeking further compensation, in the event that damage and/or cleaning expenses shall exceed the amount of the security deposit.