

Haycock Township Community Center

1014 Old Bethlehem Road Quakertown, PA 18951

Room Reservation

Name: _____ Address: _____

Phone #: _____ Email: _____

Date requested: _____

Room Requested: _____

Arrival Time: _____

Departure Time: _____

Before leaving, please:

Place TRASH in large hallway can

Reorganize room to ORIGINAL setup

Lights out

Panic bar RELEASED to unlocked position

\$100 Cleaning deposit returnable within 5 business days from event

Room fee \$100/4hrs. \$25 each addition hour

non-profits or resident groups may inquire about waiver

Total fees received _____

The use of the building includes access to the parking lot, hallway, the reserved room, and restroom located within the Haycock Township Community Center during the specified times.

Release, Indemnity and Hold Harmless. By signing below, the Applicant agrees, as a condition of its use of the Haycock Township Community Center and in consideration of the grant of use of the facilities, to defend, indemnify and hold harmless Haycock Township, its Supervisors and employees, from and against all loss, injury, damages or expense, including but not limited to, judgments, settlements, attorney's fees and costs by reason of any and all claims and demands upon the Township, arising out of or in any way relating to the Applicant's use of the Haycock Township Community Center and any activity connected therewith.

Signature _____ Date _____

Please call 215-239-6292 or email info@haycocktownship.com for cancellation or to communicate about the room/building.

Thank you for contacting our office to hold your activity at the HTCC, and have a great event!

Sincerely,

The Haycock Township Board of Supervisors