

REQUEST FOR THE USE OF THE LIBRARY GROUNDS

Today's date: _____

Date of requested grounds use: _____

Time of day for the ground's use: from _____ to _____

Grounds use location: Ashtabula Geneva Geneva Gazebo

Name and Address of the Group or Organization making request:

Name, address, phone number, and email of local contact person completing this form:

Name _____

Address _____

Phone _____

Email _____

General description of event: _____

Number of people expected to attend: _____

Checklist of purpose of event:

____ The event is oriented for the benefit of the public at large.

____ The event will be open to the public and free of charge.

____ The event is for non-profit use only.

____ There will be no selling, fundraising, animals, or financial transaction of any kind.

____ I or my group or organization will plan for complete cleanup after the event.

____ No alterations or additions to the lawn will be made without prior consent.

This Request must include signing the Waiver of Liability on the back.

WAIVER OF LIABILITY

The undersigned hereby expressly agrees that this release and waiver is intended to be as broad and inclusive as permitted by the laws of the State of Ohio and that if any portion hereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

I agree that if, in spite of this contract, legal action is brought regarding a claim, it must be brought in the Court housed in Ashtabula County, Ohio, and further agree that the substantive laws of Ohio shall apply in any action brought. Litigation should be conducted in Ashtabula County.

I, _____, as the individual or representing the group identified upon page 1 of this application have received a copy of the Library Grounds Use Policy. I have read it carefully and agree to abide by the policies and guidelines of the library, and, if applicable, commit the group I represent to do the same. I understand that our use of the grounds will be forfeited if our group or I do not adhere to the policies stated in this agreement.

In addition, I fully understand and bind myself and/or the group I represent to the terms of the Waiver of Liability detailed above.

The undersigned has read and will adhere to the Library's Grounds Use Policy.

Printed Name _____

Signature _____

Date _____

FOR LIBRARY USE:

Type of identification: _____

Date request received: _____

Staff initials: _____

Date request approved: _____

Staff initials: _____

Fee collected: _____ (if applicable)

Staff initials: _____