

**BOROUGH OF SOUTH GREENSBURG**  
**HIRST HALL RESERVATION AND LEASE AGREEMENT**

LESSOR: BOROUGH OF SOUTH GREENSBURG

LESSEE: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_

**LEASED PREMISES:** All that certain area situate on second floor of the South Greensburg Municipal Building, 1515 Poplar Street, South Greensburg, Pennsylvania, and known as "Hirst Hall."

**RESERVATION AND**

**RENTAL DATE(S):** \_\_\_\_\_ **RENTAL FEE:** \$ \_\_\_\_\_  
**DAMAGE DEPOSIT** \$ \_\_\_\_\_  
**DAMAGE DEPOSIT:** \$ \_\_\_\_\_

**INITIAL**

\_\_\_\_\_ The Lessor hereby leases to the Lessee the Demised Premises described above for the date(s) stated above.

\_\_\_\_\_ Rental fees and deposit shall be paid in advance. The damage deposit shall be used by the Lessor to pay the cost of any cleanup, breakage or damage to the Demised Premises. Lessor may grant credit to Lessee to the extent Lessee assumes cleanup obligations and to the extent there is no breakage or damage to the Demised Premises. The balance, if any, of said security deposit shall then be refunded to Lessee. Determination of Lessor as to expense of cleanup and cost of breakage or damage to Demised Premises shall be binding and conclusive upon all parties.

\_\_\_\_\_ Do Not attach anything to walls or ceiling, no staples or tape of any kind is permitted

\_\_\_\_\_ All refuse and garbage must be placed in the large garbage containers.

\_\_\_\_\_ Building must be closed by 11:00 PM.

\_\_\_\_\_ Lessee agrees to an extra fee of \$25.00 to obtain the right to consume alcohol on the premise and be of legal age. Glass bottles not permitted.

\_\_\_\_\_ The Lessor shall not be subject to liability for any injury or damage to any person or to any property at any time on said premises or building from any cause whatever that may be at any time exist from the use or condition of said premises or building.

**Damage Deposit will be refunded if the building is left clean and neat and if there is no unauthorized use of the facility and no damage to property. Refund will follow the event after premises has been observed.**

**Rental is for one day only. You must cancel 30 days in advance to receive a full refund or forfeit security deposit. Property is under 24-hour video surveillance**

**By signing this agreement, the lessee binds himself/herself individually and also binds his/her organization as well to abide by all the rules and terms as set forth herein. Whereas, by execution of signature below you and your organization acknowledge and agree that you have released South Greensburg Borough, its officers, and officials from any and all claims and shall protect, indemnity, defend and hold harmless said borough officers, officials, and employees.**

DATE SIGNED \_\_\_\_\_ LESSEE'S SIGNATURE \_\_\_\_\_  
\_\_\_\_\_

(Office Use Only)

DATE PAID \_\_\_\_\_ ALCOHOL PERMIT- PAID \$25.00 \_\_\_\_\_ DEPOSIT RETURNED \_\_\_\_\_  
AMOUNT \_\_\_\_\_ AMOUNT \_\_\_\_\_  
[ ] CHECK NO \_\_\_\_\_ CHECK NO \_\_\_\_\_

