

ATC RENTAL APPLICATION

Application Date _____

Name: _____

Address: _____

Phone: _____ Email: _____

Requested Reservation Date _____ Start Time _____ AM / PM End Time _____ AM / PM

Reservation Party Type? _____

Area Requested - please circle - GYMNASIUM \$225 or \$25/hr BALLFIELD \$225 or \$25/hr

HOURLY RATE NOT TO EXCEED 2 HOURS PER DAY

RENTAL & SECURITY DEPOSIT DUE TODAY PAYABLE BY CASH, CHECK or CREDIT CARD at time of application. Rental & Security Fee will be deposited. No exceptions.

TOTAL DUE TODAY INCLUDES RENTAL & SECURITY DEPOSIT

Gymnasium or Ballfield amount due \$450.00

Any special requests for set up, clean up, or bartender needed please specify below

Approval by House Committee

1. _____ **Date** _____

2. _____ **Date** _____

Inspection completed by _____ **Date** _____

Additional charge for **BARTENDER / DAMAGE** \$ _____

Security deposit refunded by _____ **Date** _____

"SPECIAL THANK YOU FROM THE AKRON TURNERS CLUB"

AKRON TURNER CLUB
547 Munroe Falls Rd Tallmadge, OH 44278

Reservation Rules and Procedures

Reservations must be formal and made by an ATC member in good standing that has been approved by the Board. Applicant will be responsible for the event, including the actions of **ALL** guests as well as being liable for any/all damages that may occur.

The House Committee meets weekly which will review the request and availability of the requested date. If approved, the form will be signed and the date will be reserved on the Club calendar. If denied, the applicant will receive notification and be refunded any money paid at time of application.

The rental of this space will include only the secured area reserved. Parking is limited to the asphalt area only. Reservations are limited to club hours of operation. Any special hours may result in additional fees. Area must be cleaned and trash removed by day end. There is a dumpster located by the garage. Rental area will be inspected by bar staff or a Board member upon occupancy and after you're finished before any deposit is returned. Please, **DO NOT USE ANY TAPE OR STICKY COMMAND STRIPS ON THE WALLS.** The removal may cause damage to the wall surface. Inside occupancy is limited to legal amounts per code. All ATC Rules and Ohio Laws must be followed at all times.

Procedure:

1. Fill in your reservation request and any other special requests with the rental (bartender etc)
2. Return the form for Board approval along with payment of rental cost plus security deposit equal to rental price. (Example - Rental Fee \$25.00, Deposit Fee \$25.00 equals total due at request time of \$50.00) Payment can be in the form of Cash, Check made payable to Akron Turner Club or Credit Card (additional transaction fee applies). Funds must clear before the reservation date. No exceptions.
3. The ATC House Committee will act on your request within 10 days.
4. If the applicant is denied, you will be contacted by the House Committee.
5. If approved, your date and time will be added to the Calendar.
6. Remember, the arrangements, set-up, decorations and clean up of the rental area is the responsibility of the renter.
7. Deposit refund will be available within 10 days of the rental pending final inspection by the bar staff/Board.

Thank you from the House Committee

By signing below, I understand that it is my responsibility to read the above rules and procedures in their entirety, understand them and comply with the guidelines. If I have any questions I will consult with a current member from the House Committee.

Signature _____

Date _____