PAVILION RENTAL INFORMATION AND RULES -

ALL RESERVATIONS FOR THE PAVILION MUST BE MADE IN ADVANCE, AND MUST BE PRE-PAID. THE PAYMENT IS NOT REFUNDABLE. RESERVATIONS CAN BE MADE AT THE BOROUGH OFFICE, MONDAY THROUGH FRIDAY FROM 9:00 AM. TO 4:00 PM. IF YOU HAVE ANY QUESTIONS PLEASE CALL 610 682-2541 DURING THE ABOVE MENTIONED BUSINESS HOURS. ALL GROUPS OF 10 OR MORE MUST REGISTER, AND SHOULD BE MADE 10 DAYS IN ADVANCE.

RULES:

NOTIFY THE BOROUGH MANAGER IS THE PAVILION IS NOT PRESENTABLE BEFORE YOUR FUNCTION, SO THAT YOU WILL NOT BE HELD RESPONSIBLE FOR DAMAGES.

CLEAN UP ALL DEBRIS AND PUT IT IN PLASTIC GARBAGE BAGS, CLOSE THE BAGS SECURELY, AND PUT THE BAGS IN THE DUMPSTER LOCATED AT THE BOROUGH OFFICE BUILDING. IFYOU PUT UP DECORATIONS BE SURE TO REMOVE ALL TAPE, STAPLES, THUMB TACKS ETC., AND RETURN TABLES TO THEIR ORIGINAL POSITIONS.

MUSIC SHALL CEASE BY 10:00 PM AND THE PAVILION MUST BE VACATED BY 11:00 PM.

ALL CLEANUP MUST BE DONE ON THE SAME DAY, IN ORDER FOR THE PAVILION TO BE READY FOR THE NEXT GROUP'S FUNCTION.

NO PARKING ON THE GRASS ANYWHERE

NO ALCOHOLIC BEVERAGES ALLOWED

WE HOPE EVERYONE ENJOYS OUR PAVILION, AND ADHERES TO THESE SIMPLE RULES. WE MAINTAIN THE PAVILION FOR THE PLEASURE AND USE OF EVERYONE IN OUR BOROUGH, AND ARE PROUD TO MAKE IT AVAILABLE FOR YOUR FUNCTION. ENJOY.

TOPTON BOROUGH COUNCIL

RENTAL FEES (# OF PERSONS INCLUDES CHILDREN)

1-74 PERSONS $40.00 / 75 & OVER $60.00

RESERVATION DATE	PARTY/EVENT NAME	PHONE #	#ATTENDING	PAID
_____	_____	_____	_____	_____

YOUR RECEIPT	AMOUNT PAID	CASH OR CHECK #	DATE PAID
	_____	_____	_____

** ADD $25 CLEANUP FEE (WILL BE REFUNDED IF CLEANUP IS SATISFACTORY)