



City of Monongahela  
Pennsylvania

CITY PARKS RENTAL AGREEMENT

Name of Park Requested: ( Please Circle )      Chess                      Mounds                      PLEASE PRINT

Name of Organization Requesting the Facility: \_\_\_\_\_

Type of Organization: \_\_\_\_\_  
(non-profit, civic, church, corporation, individual)

Event Contact Name, Address, Position, Phone, E-mail:  
\_\_\_\_\_  
\_\_\_\_\_

Date(s) Requested: \_\_\_\_\_ Type of Event: \_\_\_\_\_

Estimated Number of Persons in Attendance: \_\_\_\_\_

1. **General:** The City of Monongahela schedules and maintains the Monongahela City parks, as well as collects all fees and permits when applicable to ensure compliance with City rules relating to the City Parks. Therefore, this **Agreement** is made between the City of Monongahela, and \_\_\_\_\_.
2. **Rental Fee:** The daily rental fee is forty dollars (\$40.00) for Chess Park. *Mounds Park has no rental fee, but completion of this form, reservation of dates/times, and execution of this Agreement are required.* "The Park" may refer to either Chess Park, or Mounds Park or both parks for the duration of this agreement.
3. **Insurance:** Liability insurance is required for **ALL** events held at any of the City parks. The insurance must include general liability insurance naming the City of Monongahela as an additional insured, with general liability limits of a minimum of one million dollars (\$1,000,000.00). Written proof of insurance together with a certificate of insurance must be presented to the City of Monongahela at least two (2) weeks prior to the event.
4. **Food:** Events that include food vendors must have each food vendor provide a certificate of insurance as well as current Serv Safe certifications for those handling/preparing food items. This includes catered events where food is included. *Any food vendor who sets up to sell food within the City limits on three (3) or more days or occasions within the year is required to obtain an annual Eating and Drinking License from the City's Health Officer.*
5. **Clean up of the Facility:** Any individual or organization that utilizes the Monongahela City parks is responsible for clean-up of that facility no later than *24 hours* from the end of the requesting individual or organization's use of the facility. A clean-up deposit of two hundred dollars (\$200.00) is required of all persons and/or organizations utilizing the park and must be remitted with this Agreement. Your deposit will be refunded once a City representative has inspected the park and finds it to be clean. Failure to put trash in proper receptacles will result retention of your clean-up deposit.
6. **Chess Park Electricity Usage:** Vendors that have generators are to use their generators and are not permitted to use City electrical outlets. If using the park electricity, the person in charge must pick up the key to the breaker box at least one day prior to the event and return the key the next business day after the event. No one is permitted to make changes or add or change wiring in the breaker box.
7. **Vehicles: (Chess Park)** Trucks, cars, vans, motorcycles, transportation trailers, and food carts are strictly prohibited in the park. Only City of Monongahela authorized vehicles are permitted to drive on the grass or any walkways inside Chess Park. Unless expressly authorized by the City, only tents, tables, and chairs are permitted in the Park.

- 8. Tent Stakes: (Chess Park)** Chess Park has underground electrical lines that can be damaged by tent stakes. Therefore, tent stakes are strictly prohibited in Chess Park. Tents may be weighted with other non-invasive items such as weights, gallon jugs of water, cement blocks or other similar material.
- 9. Animals:** Animals (dogs, cats, etc.) are not permitted in the Parks during events unless approved by the City. Authorized service animals are permitted with proper documentation. Clean-up after pets is required immediately.
- 10. Damages:** The Park will be inspected within 24 hours after an event by an authorized City representative. The person or organization holding the event will be held responsible for any and all damages, as well as potential citing of non-adherence to this Agreement.
- 11. Release and Indemnity:** \_\_\_\_\_ agrees that it shall release, defend, indemnify and hold harmless the City of Monongahela, its elected and appointed officials, employees, consultants and agents against any claim, demand, lawsuit, judgment, fine, loss, damage, expense, attorney’s and other professional fees, which arise out of or occur during \_\_\_\_\_ use of the City park.

**Authority to Execute Agreement and Responsibility of Others**

\_\_\_\_\_ agrees that this Agreement is executed on behalf of a non-profit organization, and that organization has expressly authorized the undersigned to enter into this Agreement on behalf of the organization, and that the undersigned signature shall bind the organization.

(Organization Name)	(Print Name)
	(Signature)
	(Date)

City of Monongahela

\_\_\_\_\_  
 Approved By:  
 \_\_\_\_\_  
 (Date)

City of Monongahela – 449 West Main Street, Monongahela, PA 15063  
 724-258-5500  
 info@cityofmonongahela-pa.gov

Please include proof of insurance, park rental fee, and clean-up deposit with this agreement and mail to the above address.

***Failure to comply with the terms of this Agreement in whole or in part may preclude your organization from future utilization of Monongahela City Parks.***

**THANK YOU**