



**SHERIDAN PARK USE AGREEMENT**

**Polkton Charter Township  
6900 Arthur Street  
Coopersville, MI 49404  
616-837-6876**

This completed form along with a \$100 security deposit payment, must be returned to the Polkton Charter Township office at least fourteen (14) days prior to your requested use date. The Park itself cannot be solely reserved for private functions as it is open for the general public. Large group events must register with the Township upon approval of use given by the Sheridan Park Committee. Questions should be directed to the Township office at (616) 837-6876.

Contact Person \_\_\_\_\_  
Organization Name \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone Number \_\_\_\_\_

Security Deposit: \$100.00

Purpose of Rental \_\_\_\_\_

Date(s) Requested \_\_\_\_\_

Time of Arrival\*: \_\_\_\_\_ Time of Departure\*: \_\_\_\_\_

Anticipated Number of Attendees \_\_\_\_\_

\*\*\*\*\*

Date \_\_\_\_\_

POLKTON CHARTER TOWNSHIP

RENTER

\_\_\_\_\_  
Township Representative

\_\_\_\_\_  
Signature of Renter

\* Park is open at dawn and closed at dusk

\* DO NOT USE MYLAR TYPE CONFETTI IN YOUR DECORATIONS OR LEAVE ANY TRASH ON THE GROUND.

Thank-you for contacting Polkton Charter Township prior to using the park for your event.

## Polkton Charter Township Use Terms “Rules and Regulations”

Endorsement of this form signifies acceptance by the endorser of the following terms:

1. The consumption or use of alcoholic beverages and/or other controlled substances is prohibited on all Township property, including in Sheridan Park.
2. In accordance with the Ottawa County Smoke-Free Air Regulation, Section 1006.C, Sheridan Park is smoke free. Smoking is prohibited.
3. Renter’s party must remain within the Sheridan Park boundary and may not impede the general public from entering and using the Park simultaneously with renter’s event.
4. Leave only foot prints. Evidence of renter’s event must be removed immediately following the event. **ALL** refuse from the renter’s use must be removed or placed in the dumpster provided. The yard and surrounding area must be cleaned of ALL debris. Failure to adequately clean the grounds after use **will** result in the loss of your deposit or a part thereof. **DO NOT USE MYLAR CONFETTI!**
5. The Renter shall forfeit reimbursement of portions, or all of the deposit, and shall reimburse Polkton Charter Township, upon demand, for the actual cost of any and all repairs or clean up that may be required as a result of the use of Sheridan Park by renter and/or by renter’s party, along with any expenses incurred by the Township in enforcing these terms, including legal expenses. **Clean-up fees will begin at \$50.**
6. Sheridan Park and equipment is accepted in its “as is” condition and shall be returned in the same condition. DO NOT MOVE or REMOVE ROCKS that are being used for erosion control. DO NOT CARVE OR OTHERWISE MARK on the bridges, benches or natural structures.
7. If picnic tables are moved to accommodate your event, these must be replaced to their original location.
8. Renter agrees to defend, indemnify and hold harmless Polkton Charter Township, including its officials and employees, from any claim, demand, suit, loss, cost or expense, or any damage which may be asserted, claimed or recovered against or from Polkton Charter Township, or its officials or employees, by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury, or death, arises out of or is incident to or in any way connected with the renter’s or the renter’s party’s use of Sheridan Park, and regardless of whether such claim, demand, damage, loss, cost or expense is caused in whole or in part by the negligence of Polkton Charter Township, or by third parties, or by the officials, agents, servants, employees or factors of any of them.
9. Renter shall vacate Sheridan Park no later than the date and time stated on the Sheridan Park Use Agreement.
10. All posted Sheridan Park Rules must be followed.
11. If attaching temporary posters or signs, do not use nails or similar objects that may cause damage to the natural or manmade structures within Sheridan Park.
12. The security deposit shall be returned to the renter after Township Representatives have inspected and approved the condition and any keys returned to the township office.
13. A responsible adult, age 21 or older, must sign this agreement. This adult will be responsible and liable for guaranteeing that all rules are followed and shall be liable for any damage to Sheridan Park or its facilities.