



BOROUGH OF BALDWIN

Edward Moeller, President
James Behers
Chad Hurka
Michael Stelmasczyk
David Depretis, Mayor

Marianne Conley, Vice President
John Egger
Francis Scott
Robert T. Firek, Borough Manager

MUNICIPAL AUDITORIUM REQUEST FORM

Resident Name /Organization: _____

Address: _____

Phone: _____ Email: _____

Organization: _____

Event: _____ Date: _____

Fee for rental: \$75.00

Paid Date: _____ Payment by: _____

Please send your completed forms by email, fax, or mail to:

THE BOROUGH OF BALDWIN
3344 Churchview Ave.
Pittsburgh, PA 15227
Attn: Tammi Hagan, Administrative Assistant

tgenilla@baldwinborough.org
Phone: 412-882-9600 ext. 252
Fax: 412-882-4940

- When the application, hold harmless agreement, and \$75.00 are received, your request will be reviewed at the regular council meeting. Upon approval, a letter of Approval will be sent.
- Rental includes THE BALDWIN BOROUGH AUDITORIUM
- PLEASE FOLLOW ALL RULES AND REGULATIONS REQUIRED FOR RENTAL.

APPROVED BY: _____

DATE: _____



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Facilities Hold Harmless Agreement

It is hereby understood and agreed that the Borough of Baldwin will make available for recreational use of Borough facilities and that _____, the undersigned, acting on behalf of all participants, and/or invited attendees, hold harmless the Borough of Baldwin, its officials, agents, employees and volunteers from and against all claims for injuries resulting from the authorized use of these Municipal facilities.

It is further understood that the PERMITTEE accepts this condition in return for the use of: **BOROUGH AUDITORIUM** on the day and time made available according to the Borough of Baldwin. In issuing this permit, the Borough of Baldwin makes no warrant as to the suitability or condition of the facility for which the permit is being issued.

All participants should be notified that the Borough would both be responsible for injuries except as defined under the Political Subdivision Tort Claims Act (330-1978) and The Recreational Use of Land and Water Act. The PERMITTEE agrees to notify the parents or guardians of all minors that they and **NOT** the Borough of Baldwin, will be responsible for expenses for medical treatment resulting from participation in any program/activity for which we have requested this authorization.

Permittee

Signature of Permittee

Address, City, State, Zip

Telephone No.

Event Date

Time

Date of Application submittal

Please forward to:

BOROUGH OF BALDWIN
Tammi G. Hagan, Administrative Assistant
3344 Churchview Avenue
Pittsburgh, PA 15227
tgenilla@baldwinborough.org

Please attach this completed Hold Harmless agreement to your application



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RULES & REGULATIONS FOR THE USE OF BOROUGH FACILITIES

- The use of the Borough Auditorium requires a \$75.00 fee.
- Any person or organization issued by the Borough shall have the right to use the facility during the times indicated on the request form.
- The organization is responsible for general cleanup of any debris created by his/her group.
- Persons or groups who leave the facility in unsatisfactory condition will be refused future permits.
- The person or persons to whom the request is approved, agrees to be responsible for any damage or injury done to the premises, facilities, equipment, and other properties in or on the grounds of the Borough promptly.
- Since Borough activities and/or work assignment have priority on all facilities, all permits are subject to suspension or cancellation by the Borough should any conflicts arise.
- Permits may be revoked at any time for infractions of these Rules and Regulations.

Thank you

Robert T. Firek, Borough Manager