



### **SHELTER #3**

**Holds approximately 80 to 100 people.**

**Rental fee: Chippewa Residents: \$100.00  
(includes a refundable \$25 facility security deposit)**

**THIS FACILITY IS AVAILABLE TO CHIPPEWA RESIDENTS ONLY**



**CHIPPEWA TOWNSHIP**  
**PARK SHELTER RESERVATION FORM**  
**SHELTER # 3 (FORMER POOL HOUSE)**

(THIS SHELTER IS ONLY AVAILABLE TO CHIPPEWA TOWNSHIP RESIDENTS)

(PROOF OF RESIDENCY MUST BE SHOWN AT THE TIME OF RENTAL - RENTAL FEE MUST BE PAID BY A CHIPPEWA RESIDENT)

**DATE OF RESERVATION:**

TODAY'S DATE: \_\_\_\_\_

NAME: (RENTER) \_\_\_\_\_

ORGANIZATION/TYPE OF EVENT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

FEE AMOUNT PAID: \_\_\_\_\_ DATE OF PAYMENT: \_\_\_\_\_

FEE COLLECTED BY: \_\_\_\_\_

**ALL DAY RENTAL FEE: \$100.00 (10 A.M. TO 11 P.M.)**

**KEY IS TO BE RETURNED TO THE TOWNSHIP BUILDING DURING REGULAR BUSINESS HOURS  
OR PLACED IN THE TOWNSHIP POLICE DROP BOX LOCATED AT 2811 DARLINGTON ROAD.**

**TABLES AND CHAIRS MUST BE RETURNED TO THEIR ORIGINAL POSITIONS.**

**TRASH MUST BE PLACED IN DESIGNATED RECEPTACLES.**

**\$25 OF THIS RENTAL FEE IS A FACILITY SECURITY DEPOSIT AND WILL BE REFUNDED BY MAIL AFTER THE SHELTER KEY IS  
RETURNED TO TOWNSHIP BUILDING AND AFTER THE SHELTER IS DEEMED TO BE IN GOOD CONDITION BY TOWNSHIP PERSONNEL.  
ALLOW 10 DAYS FOR CHECK PROCESSING AND MAILING.**

**YOU MUST GIVE A MINIMUM OF TWO WEEKS' CANCELLATION NOTICE IN ORDER TO RECEIVE A REFUND.**

**THERE ARE NO REFUNDS FOR INCLEMENT WEATHER.**

I, as the party reserving the above referenced shelter, guarantee that said shelter shall be left in good repair, as found. If any damage is done, I agree to be financially responsible for repair of the same, in compliance with Chippewa Township's standards. [I will be present at the shelter on the day of the rental.](#)

SIGNED: (renter) \_\_\_\_\_ Dated: \_\_\_\_\_

WITNESS: (Township employee) \_\_\_\_\_

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FOR OFFICE USE ONLY

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RENTER'S NAME: \_\_\_\_\_

RENTER'S MAILING ADDRESS: \_\_\_\_\_

DATE OF RENTAL: \_\_\_\_\_ DATE KEY WAS RETURNED TO TOWNSHIP: \_\_\_\_\_

SIGNED: \_\_\_\_\_ (Township employee receiving key)

CHECK DATE: \_\_\_\_\_ CHECK AMOUNT: \_\_\_\_\_ TOWNSHIP CHECK NUMBER: \_\_\_\_\_

SIGNED: \_\_\_\_\_ (Township Finance Department)

**CHIPPEWA PARK  
SHELTER THREE  
INFORMATION, RULES AND GUIDELINES**

1. Shelter #3 was formerly the pool house and is located near the end of Klein Street. For GPS purposes, out-of-town guests can use the Chippewa Road Department address (146 Klein Street) as the Park shelters do not have street numbers.
2. The rental fee includes the use of approximately 12 tables with folding legs, approximately 100 plastic folding chairs, indoor restrooms, a nearby playground area, and a small kitchen area with refrigeration, a wet sink and an ice machine.
3. The rental area should accommodate 80 to 100 guests. (Please note that this is an approximate number.)
4. Use of the facility is limited to 10 a.m. to 11 p.m.
5. It is the responsibility of the renter (person who signed the rental agreement) to pick up the key to the shelter before the event. The key must be picked up at the Chippewa Township Municipal Building located at 2811 Darlington Road, Beaver Falls, Pennsylvania, during regular Municipal Building business hours. **THE MUNICIPAL OFFICES ARE CLOSED EVENINGS AND ON WEEKENDS AND HOLIDAYS. PLAN YOUR KEY PICK-UP ACCORDINGLY. IF THE OFFICES ARE CLOSED AND YOU ARE UNABLE TO ACQUIRE THE KEY, THE INDOOR PORTION OF SHELTER #3 WILL BE UNAVAILABLE TO YOU FOR YOUR EVENT.**
6. The key can be placed in the Police Department drop box immediately after your event or you have the option of returning the key to the Municipal Building receptionist during regular business hours within 72 hours of your event.
7. Place trash in designated receptacles.
8. Tables and chairs should be returned to their original positions.
9. \$25 of your \$100 rental fee is a security deposit. This deposit will be refunded by mail after the shelter key is returned to the Township building and after the shelter is deemed to be in good condition by Township personnel. Allow 10 days for check processing and mailing.
10. You must give a minimum of two weeks' cancellation notice in order to receive a refund. **THERE ARE NO REFUNDS FOR INCLEMENT WEATHER.**