



# THE FOLGER HOME RENTAL PERMIT

32770 Lake Rd. - Avon Lake, OH 44012 (440) 930-2190

In agreement with the Folger Home Rental Permit, I \_\_\_\_\_

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

PHONE: \_\_\_\_\_ RENTAL DATE: \_\_\_\_\_ # OF PEOPLE ATTENDING: \_\_\_\_\_

EVENT TIME (includes consecutive hours for set-up, event, and clean-up): \_\_\_\_\_

The rental area includes the Henry Ford Room, kitchen, and bathroom. No one is permitted in the upstairs of the facility. Permit holder will be responsible for fulfilling the terms of the rental permit, therefore, responsible for any and all damages to said property during the designated time. The above person/organization hereby releases and discharges the Folger Home and its agents, servants, successors and assigns from all claims, demands, causes of action and from all liability for damages of whatsoever kind, which may arise from or out of injuries received during use of said facility.

The permit holder agrees that the value of any damage shall be deducted from the security deposit prior to the return of any portion of the security deposit. If damage amount exceeds deposit, permit holder will be billed for the remaining amount. The amount of damage will be assessed by the Board and billed accordingly.

I have read and agree to the rules governing the use of these facilities:

SIGNATURE OF APPLICANT: \_\_\_\_\_ DATE: \_\_\_\_\_

**FEES:** Avon Lake resident \$125.00 for 3 hrs. \$25 each additional hour; \$200 deposit required.  
Non-resident fee \$200.00 for 3 hrs. \$35 each additional hour: \$250 deposit required.  
Discount of \_\_\_\_\_% for ALLPS members (varies according to level of membership)

Your security deposit check must be received in order to confirm your rental date. Two weeks prior to your event, the rental fee is due. If the rental fee is not received at that time, your event may be cancelled.

If you cancel your date, a cancellation fee of \$50 will be deducted from your deposit. If the date cannot be rebooked, the fee is \$75.

(Please make checks payable to ALLPS)

**MAIL TO:** The Folger Home  
Attn. Rental Coordinator  
32770 Lake Rd  
Avon Lake, OH 44012

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## GUIDE LINES FOR USE OF THE FOLGER HOME

Please leave the rooms clean, which includes cleaning up any spills, sweeping floors, and wiping counters. Please remove sealed trash bags to back porch area on west side of facility. Remove all food from stove, refrigerator, and/or microwave. The oven is to be used for re-heating food only. Tables and chairs are property of ALLPS and are to remain within the Henry Ford Room. Decorations are not to be taped or nailed to any part of the building. Check that all windows and doors are closed and locked. Alcohol is not permitted, and we are a smoke-free facility.

**Please call to make sure the room is available on your preferred date before sending in the completed agreement and your check.**