

2025

VILLAGE OF BRATENAHL  
FACILITY USE AGREEMENT

Bratenahl Community Center, [recreation@bratenahl.org](mailto:recreation@bratenahl.org), 216.451.5350  
10300 Brighton Rd. 44108 - Parking lot address: 10213 Burton Ave.

I, \_\_\_\_\_ of \_\_\_\_\_ understand that by signing this agreement to rent the Bratenahl Community Center at 10300 Brighton Road, Bratenahl that I am accepting full financial responsibility for any injuries, damages to the Infrastructure or other liabilities that may result from usage of the Community Center during the time of my rental. I also agree to indemnify and hold harmless the Village of Bratenahl and its officers, officials, agents, volunteers, independent contractors and other representatives and employees against all claims, liabilities, demands, actions or causes of action, damages, losses, and expenses, including but not limited to attorney fees, sustained by any person or persons and arising out of or resulting from the performance of this Agreement, provided that any such claim, damage, loss or expense is not solely attributable to or caused by the negligent act or omission of the Village of Bratenahl, its employees, agents or subcontractors.

Contact person: \_\_\_\_\_ Telephone: #1 \_\_\_\_\_ #2 \_\_\_\_\_

Address: \_\_\_\_\_ Resident? Yes \_\_\_\_\_ No \_\_\_\_\_

Type of Event: \_\_\_\_\_ Date: \_\_\_\_\_ Hours: \_\_\_\_\_

Areas/Rooms to be rented \_\_\_\_\_ Number of people attending: \_\_\_\_\_

Set up time required? \_\_\_\_\_ (No charge for two hours or less, \$10.00 for each additional hour)

Will alcohol be served? Yes \_\_\_\_\_ No \_\_\_\_\_ (If alcohol will be served the services of a Bratenahl Police officer is required. The minimum charge for an officer is \$50.00 an hour at a minimum of 4 hours; each additional hour is \$50.00 Payment is to be given directly to the officer. \_\_\_\_\_ Initials)

Caterer being used: \_\_\_\_\_ Telephone: \_\_\_\_\_

Additional information: \_\_\_\_\_

RENTAL COSTS: Estimate \_\_\_\_\_ Deposit \_\_\_\_\_

Additional fees incurred \_\_\_\_\_ (Reason) \_\_\_\_\_ Date \_\_\_\_\_

Signed \_\_\_\_\_ Printed Name \_\_\_\_\_ Date \_\_\_\_\_

**In order to rent a Bratenahl Recreation Facility:**

An event will not be placed on the calendar until half of the rental is paid and a contract is signed. A \$100.00 (check) security deposit is required and will be returned at the conclusion of the event if the facility is left in the condition it was found to include tables and chairs returned to storage and all garbage put in the dumpster. There are two hours free for set up time but tear down and clean up is part of the contracted time. The premises must be vacated by the end of the contracted time.

All prices are subject to change

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**Additional Terms and Conditions Agreed to by \_\_\_\_\_ of \_\_\_\_\_:**

1. Failure to abide by facility rules, rental terms and conditions, or the directives of staff could result in cancellation of rental and removal from the facility.
2. I will ensure compliance with the Village of Bratenahl Codified Ordinances relating to occupancy, fire, and safety regulations.
3. I will be responsible for supervision of all guests during use of Village of Bratenahl's facility.
4. I agree that management has the right to revoke this Facility Use Agreement and to assess damages.
5. I will be responsible for any willful and/or accidental damage caused by the reservation group during the use of the Village of Bratenahl's facility, grounds, furniture, and/or equipment and shall be responsible for the prompt reimbursement to the Village of Bratenahl for the amount of any damage to the aforesaid property.
6. Reservation groups are not permitted access to the facility prior to the agreed upon start time or to remain in the facility after the agreed upon end time.
7. Controlled substances, smoking, and alcoholic beverages are not permitted in Village of Bratenahl parks, facilities and/or public areas.
8. Weapons of any kind, including handguns, even if a person has a concealed carry license to carry a handgun, are not permitted in Village of Bratenahl parks, facilities and/or public areas.
9. Gambling and games of chance are prohibited.
10. Decorations are permitted so long as they are not applied using tape, nails, tacks, staples, or any other damaging item to the walls, pillars, tables, chairs, benches and/or any other park structure, equipment and/or property.
11. Barbeques, Tiki torches, candles, incense, and other kinds of open flames will be restricted to outside designated areas only.
12. The Contact person is responsible for clean up of the facility. Tables, chairs, and other equipment must be returned to their original locations and the entire facility must be left in the condition in which it was found. Clean up includes removing all food, food debris, decorations, picking up the garbage and placing it in or near trash receptacles, and cleaning of all Village of Bratenahl equipment used during the reservation. Where applicable, the floors must be swept, lights must be turned off, and doors and windows locked.
13. All personal items and equipment brought to the facility by the reservation group must be removed following the reservation. The Village of Bratenahl is not responsible for lost, stolen, misplaced, and/or broken personal items or equipment.
14. Facility Use Agreements are only issued to people over the age of 18 years.
15. The contact person named in the facility use agreement is required to be present for the duration of the rental event or activity including set up and clean up.
16. Reservation groups are required to abide by all local, state, and federal laws governing the use of the facility and group behavior.

Signed: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

## Community Center Rental Prices 2025

[Recreation@bratenahl.org](mailto:Recreation@bratenahl.org) // 216.451.5350

	<u>Resident</u>	<u>Non-resident</u>
Single room	\$30 per hour	\$50 per hour
Single rm plus kitchenette	\$40 per hour	\$60 per hour
Single rm plus kitchen	\$50 per hour	\$75 per hour
Gymnasium (no set-up)	\$20 per hour	\$30 per hour
Gymnasium (set-up)	\$30 per hour (4 hour minimum)	\$50 per hour (4 hour minimum)
Village Park (gazebo or picnic tables)	\$10 per hour (4 hour minimum)	\$25 per hour (4 hour minimum)
Parking lot	\$100 (maximum 4 hours)	\$150 (maximum 4 hours)
<b>Additional Fees:</b>		
Security Deposit*	\$100 total	\$100 total
Over 50 people in attendance	\$50 total	\$75 total
During closed hours	\$25 per hour	\$50 per hour
Police Officer if alcohol served	\$60 per hour (minimum 4 hours)	\$60 per hour (minimum 4 hours)

All rentals include 3 hours of free set-up time. The center staff does not set-up for events. Tear-down and clean-up is part of the contracted event time. The premises must be vacated at the end time written on the agreement. Police officers are required for events serving alcohol.

The security deposit will be returned to the renter at the conclusion of their event ONLY if the facility is left in the same condition as it was prior to their event. This includes wiping down tables, tables and chairs returned to the storage area, garbage placed in the dumpster and cleaning all countertops and appliances.

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