

 **COUNTY OF ESSEX**

 Department of Parks, Recreation and Cultural Affairs

#  **ESSEX COUNTY CODEY ARENA**

#  **SOUTH MOUNTAIN RECREATION COMPLEX**

 **PARTY ROOM RENTAL CONTRACT**

The **COUNTY OF ESSEX** hereby grants permission to the undersigned hereinafter referred to as the “Permittee”, of the following areas of Codey Arena:

* **Party Room**(s) @ **$100.00** / 3 hour segment (Circle party room selection) #1 #2 #3

(*Arena Staff must verify that the selected party room is available before reserving it*)

* **Back Lobby** @ **$600.00** Yes No

(*Note ~ renting the back lobby entitles you to all 3 party rooms*)

**Party Rental Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time \_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_**

**Date Contract Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name**

**Address**

**Phone # Cell # \_\_\_\_\_**

**Signature Cost**

**Arena Staff Signature \_\_\_\_\_**

**Upon acceptance of this agreement Permittee will abide by the following terms & conditions:**

* ***OUTSIDE FOOD & DRINKS*** *are not permitted* in the Arena except for birthday cakes and cupcakes during party room rentals. ***Food and drinks must be purchased from ARAMARK, the food concession***, unless arrangements are made with them ahead of time. \*\***ARAMARK ARENA OFFICE (862) 930-7679 Alex**
* Each party room costs $100.00 for **any three hour time segment** and $40.00/hr. for each additional hour.
* The Back Lobby cost is $600.00 and includes all 3 party rooms for **any three hour time segment**.
* **Permittee** is solely responsible for the activities of its members and shall hold the **COUNTY OF** **ESSEX** blameless for any loss or damage arising out of the **Permittee’s** use of the **CODEY ARENA**.
* **Permittee** accepts any and all rules and regulations promulgated by the **COUNTY OF ESSEX** for use of **CODEY ARENA** and shall be responsible for any and all damages to said **ARENA** arising out of its use of the premises.
* If **Permittee** cancels an event or session whether ice or non-ice for any reason whatsoever, it shall be understood and agreed that **Permittee** will pay the **COUNTY OF ESSEX** the full amount due for the cancellation. **NO REFUNDS FOR PARTY ROOMS WILL BE GIVEN.**
* The **COUNTY OF ESSEX** reserves the right to rescind this **PERMIT** at its discretion and arrange for a mutually agreed upon substitute date and time.
* Private group lessons are not available November-March except weekdays from 10:00a-12:00p.
* **NO ALCOHOL** is permitted in the arena facility.

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