

Showmobile Rental Application

Doylestown Township

The Showmobile is available for rent for use in Central Park only and only in conjunction with an approved function/event. This form must be fully completed and returned for consideration to **Doylestown Township, 425 Wells Road, Doylestown, PA 18901** at least one (1) month prior to the requested rental date. Please note that Doylestown Township reserves the sole right to approve or disapprove rental requests as deemed appropriate and in the best interest of the care and upkeep of the showmobile. Should you have any questions please contact the Director of Parks & Recreation at (215) 348-9915.

Rental Information:

Name of Organization: _____
 Contact Person: _____
 Address: _____ City _____ State _____ Zip _____
 Telephone (home): (_____) _____ Telephone (work): (_____) _____

Equipment Needed (electrical hook-up required):

Sound System (\$100/day) Generator (\$250/day) Other _____

Program Information (day of event):

Program Location (attach detailed location/map) _____
 Type of Event _____ Approx. # of persons to be on showmobile _____
 On-site Contact Person _____ Phone _____

Day(s), Date(s), Times Requested:

DAYS	DATE	TIMES		RAIN DATE	TIMES	
		Set Up	End		Set Up	End
<input type="checkbox"/> Monday						
<input type="checkbox"/> Tuesday						
<input type="checkbox"/> Wednesday						
<input type="checkbox"/> Thursday						
<input type="checkbox"/> Friday						
<input type="checkbox"/> Saturday						
<input type="checkbox"/> Sunday						

All applicants shall be required to:

- Submit a completed and signed *Showmobile Rental Application* form
- Submit a signed *Showmobile Rental Agreement* form
- Provide a Certificate of Insurance naming Doylestown Township as an "additional insured" on their general liability insurance
- Provide proof of coverage for physical damage to the showmobile in the amount of \$1,000,000 on their "Inland Marine Policy" or other policy which provides coverage for physical damage.
- Provide a minimum of one person to assist assigned township staff with the set up and take down of the showmobile.

The individual, group or organization acknowledges having received and read the Doylestown Township Showmobile Rental Agreement and hereby agrees to abide by all rules and regulations set forth in said policy. The individual, group or organization further agrees to leave the showmobile in a clean and orderly condition following the authorized use, and to cooperate fully with the designated Township representative assigned to set up, take down and oversee the use of the showmobile. Full responsibility for any damage to the showmobile, property or persons is assumed by the renting organization as attested by the undersigned as an agent for the renting organization. The Township, its officials, employees, agents, and volunteers shall be saved harmless from any claim and/or liability hereby arising out of, or in connection with the function, activities and uses of the showmobile.

Signature of Applicant _____ Affiliation with Organization _____

Office Use Below Line

Date Submitted _____ Date Approved _____ Auth. By _____
 Rental Fee Charged Yes \$100/hr (time out - time back) Rental Fee Received _____
 Basic Sound System Yes \$100/day (add'l staff may be req'd.) Optional Equipment Fee _____
 Deposit Required. Yes \$1,000 Security Fee Received _____ Returned _____
 Insurance Cert. Req. Yes \$1,000.000 Insurance Cert. Received _____

Showmobile Rental Agreement

Doylestown Township

_____ (renting organization) agrees to abide by the following rules and regulations governing the usage of the showmobile owned and operated by Doylestown Township on _____ from _____ a.m. / p.m. to _____ a.m. / p.m.

1. The renting organization assumes full responsibility for any lost, stolen or damaged equipment associated with the showmobile and/or towing vehicle. This responsibility includes full reimbursement by the renting organization to Doylestown Township for lost, stolen or damaged supplies. Price of said items shall be determined by a professional supplier, selected by Doylestown Township, via written invoice.
2. Charges for the showmobile will be based upon time out to time back and will include: set up, usage time, labor, breakdown and return to storage by the designated representative of Doylestown Township. Additional charges shall be on a flat fee basis for the use of any optional equipment.
3. A security deposit and certificate of insurance in the amount of \$1,000,000 naming Doylestown Township as an additional insured and showing proof of damage coverage are required a minimum of five (10) working days in advance of the rental date.
4. Payment for showmobile use and/or optional equipment must be received within fifteen (10) working days following the rental date.
5. The transportation, set up and operation of the showmobile shall be under the sole direction of a designated Doylestown Township representative. A minimum of one person must be assigned by the renting organization to assist assigned Township staff.
6. The care and handling of the equipment on the showmobile shall be the sole responsibility of the designated representative of Doylestown Township. No equipment may be removed from the showmobile for usage by the renting organization in any other capacity. Optional Equipment consists of Electro-Voice Sound System, 2 Electro-Voice Stage Speakers, 2 Electro-Voice microphones and stands and three (3) extension cords.
7. In the event of inclement weather, the renting organization is responsible for contacting the Doylestown Township Employee scheduled to work at the function. Contact as to the cancellation of the program must be made at least four (4) hours prior to the designated set up time. In the event of cancellation, and with less than four (4) hours advance notice, the renting organization shall be held responsible for a minimum of four hours per man for mobilization of the Township's employee (s) at the rate of 1½ times Monday through Friday prior to 7:30 a.m. and after 3:30 p.m. and all day Saturday. A double time rate will apply on Sundays and holidays.
8. Failure to notify the Township's designated employee (s) of cancellation will result in the forfeiture in full of all fees and additional billing for mobilization of the Township's employee (s) at a minimum of four (4) hours per man at the rate in effect.

I have read the Doylestown Township Showmobile Agreement Form and hereby agree to abide by all conditions as set forth and any additional conditions as mutually agreed upon and attached to this agreement as an addendum.

Authorized Signature

Title

Date

Print Name

Print Title