



OCEAN PARK ASSOCIATION

PO Box 7296, Ocean Park ME 04063-7296
 (207) 934-9068 Fax (207) 934-2823
 opa@oceanpark.org | www.oceanpark.org

2017 OPA Building Rental Contract

Technical Needs and Setup

Please complete: Event Date/Time: _____ Building: _____

Please check all that are requested for your event for the building being rented:

<i>JAKEMAN</i>	✓	<i>JORDAN</i>	✓	<i>PORTER</i>	✓	<i>REC</i>	✓	<i>TEMPLE</i>	✓
TV/Laptop		Piano		Piano		Piano		Piano	
WiFi (\$5 fee)		Kitchenette		Kitchen (full)		Kitchen (full)		Organ *	
Kitchenette		LCD projector		Podium		DVD player		Carillon *	
		Projection screen		Projection screen		Bumper Pool table		Altar table	
		Podium				Foosball table		Cross/Candlesticks	
		BluRay DVD player				Ping Pong table		Platform (weddings only)	
		Laptop hookup				Pool table (2)		Podium	
		Sound System				TV		PA System	
		Stage with lighting							

Portable Needs:

Outdoor Grill _____
 TV/VCR/DVD cart _____
 Microphone/Sound _____

LCD Projector _____
 Other _____
 Other _____

* The use of the organ and/or carillon at the Temple requires prior permission and an additional fee of \$50.00. The carillon must be operated by a person designated by OPA. If you have any questions, please call the OPA office at (207) 934-9068.

Lighting Requirements: _____

Sound Requirements: _____

Bench / Chair Set-Up (include approximate number of guests expected): _____

Table(s) Set-Up: _____

Other: _____

On a separate sheet of paper, please draw/describe how you would like the space to be set up and where you would like the above items (if any) to be placed. If you have any questions, please call the OPA office at (207) 934-9068.



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WAIVER, RELEASE, AND INDEMNIFICATION/HOLD HARMLESS AGREEMENT

I/We, the undersigned, as part consideration and as a precondition to my/our rental of certain facilities owned by the Ocean Park Association (herein referred to as the “OPA”,) namely: _____, Building name hereby unconditionally release the OPA, its agents, employees, officers, and directors, of and from any and all liability associated with my/our use of said facilities for the duration of my/our use. I/We understand that the premises is being rented on an “as is”/“where is” basis will all defects and I/we agree to indemnify and hold the OPA, its agents, employees, officers, and directors, harmless of and from all liability and costs, including reasonable attorneys’ fees, that may result from claims or demands made upon or through me/us or the OPA as a result of my/our use of the facilities.

This instrument is intended to specifically cover my/our use of the premises for the purposes stated and all other related activities including, but not limited to, the moving of furniture, musical equipment or instruments, and other fixtures and amenities located on or in said facilities.

Signed this _____ day of _____, 20_____:

Printed Name

Signature

Printed Name

Signature