



219 S. Cheyney Road | Glen Mills, PA 19342

Phone: 610-459-2359 | Fax: 610-459-8709

www.newlingristmill.org

## Newlin Grist Mill Scout Facilities Rental Agreement

Requested Date(s) of Rental: \* \_\_\_\_\_ Troop #: \_\_\_\_\_ # of People: \_\_\_\_\_

Time of Arrival: \_\_\_\_\_ Time of Departure: \_\_\_\_\_

Reason for Rental: \_\_\_\_\_  
(Camping, Ceremonies, Programming, etc.)

Contact Name: \_\_\_\_\_ Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Daytime Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

*\*Requested rentals are not guaranteed until payment is received and date is confirmed by a Newlin Grist Mill staff member.*

**Cabin Rental Options** (capacity 50 people): The log cabin is available at a deeply discounted rate for Scout groups. This area includes use of the cabin, the cabin kitchen, the surrounding area, and the cabin bathroom facilities (seasonally available from April-October). **Tent camping is not permitted in the meadow or cabin area.** Scout groups wishing to pitch tents may rent the South Picnic Area.

**South Picnic Area and Ball Field Options** (capacity 100 people): South Picnic Area rentals include an area to pitch tents, a fire pit, and use of the ball field. **The South Picnic Area is the only location on the property where it is permissible to pitch tents.** It is recommended that Scout groups rent port-a-potties for camp outs; however, bathrooms will be available for use at the Visitor Center.

A \$100 security deposit is required for ALL facilities rentals.

NO OUTSIDE FIREWOOD ALLOWED.

### Cabin Rental:

- ☐ **\$175.00** 1 Night (12pm Fri-12pm Sat OR 12pm Sat - 12pm Sun)
- ☐ **\$300.00** 2 Nights (12pm Fri - 12pm Sun)
- ☐ **\$100.00** 1 Day (Up to 8 hour block between 9am-8pm or dusk)
- ☐ **\$20.00** Fire Wood (required for cabin fireplace)

### South Picnic Area and Ball Field:

- ☐ **\$100.00** 1 Night (12pm Fri-12pm Sat OR 12pm Sat - 12pm Sun)
- ☐ **\$300.00** 2 Nights (12pm Fri- 12pm Sun)
- ☐ **\$100.00** 1 Day (Up to 8 hour block between 9am-8pm or dusk)
- ☐ **\$20.00** Firewood (required for fires on NGM property)

### Security Deposit

- ☒ **\$100.00** for ALL rentals

### Add On Options Rentals:

- ☐ \$\_\_\_\_\_ Newlin Grist Mill Programming  
(Cost variable by program, please contact us for more information)

### FOR OFFICE USE ONLY:

**Deposit Received:** \_\_\_\_\_

**Method of Payment:** \_\_\_\_\_

☐ Check (Check #: \_\_\_\_\_)

☐ Cash

☐ Credit Card

**Final Payment Received:** \_\_\_\_\_

**Method of Payment:** \_\_\_\_\_

☐ Check (Check #: \_\_\_\_\_)

☐ Cash

☐ Credit Card

**Security Deposit Returned:** \_\_\_\_\_

**Total Cost:** \$ \_\_\_\_\_

**Minimum to Reserve:** \$ \_\_\_\_\_

**Date Received:** \_\_\_\_\_ **Accepted By:** \_\_\_\_\_

**Date Approved:** \_\_\_\_\_ **Approved By:** \_\_\_\_\_

## Payment and Cancellation:

### Cabin Rentals:

- A \$100.00 security deposit, plus half the facility rental fee is required to reserve a date for a cabin rental.
- The remainder \$300.00 rental fee **must be received two weeks before the date of rental.**
- The security deposit is refundable provided that all of the rules and regulations were followed during the event and the Cabin is cleaned following the event. The security deposit will be returned to the Applicant in the form of a check and will be mailed to the Applicant within two weeks after the event.
- A \$50.00 cancellation fee will be deducted from the security deposit for all cancellations prior to two weeks before the event. If canceled within two weeks of the event date no refunds of the security deposit or rental fee will be issued.
- In case of cancellation by Newlin Grist Mill a full refund with deposit will be issued via check.
- Returned checks are subject to a \$25.00 fee.

### Picnic and Ball Field Rentals:

- A \$100.00 security deposit, plus half the rental fee is required to reserve dates for picnic and ball field use.
- A \$20.00 cancellation fee will be deducted for all cancellations prior to two weeks before the event. If canceled within two weeks of the event date no refunds of the rental fee will be issued.
- Rain dates are not guaranteed. If an event is cancelled due to weather Newlin Grist Mill will attempt to schedule another date. A cancellation fee will not be charged. If a satisfactory rain date is not available a full refund will be issued.
- In case of cancellation by Newlin Grist Mill a full refund will be issued via check.
- Returned checks are subject to a \$25.00 fee.

## Rules and Regulations:

- Applicant is responsible for any setup, all cleanup immediately following use, and for any damage whatsoever to the Newlin Grist Mill (hereafter "NGM") property, or any loss or liability of Applicant, NGM or others, arising out of or in connection with Applicant's use (including without limitation use by Applicant's guests, agents, contractors or employees) regardless of cause. NGM is not responsible for any personal items lost, damaged, or left in the rental areas.
- Applicants hereby hold NGM harmless and hereby indemnify NGM for any such damage, loss or liability. If any provision of this rental agreement is invalid or unenforceable, the remainder of the rental agreement shall be valid and enforceable.
- Alcoholic beverages are not permitted anywhere on NGM property.**
- Applicant is responsible for meeting outside vendors (e.g. portable bathroom rentals, etc.) to direct placement on the property. NGM staff will facilitate access to rental areas for drop off, but are not responsible for placement.**
- All items brought in by the Applicant must be removed at end of the rental period.
- Tents are allowed in the South Picnic Area **only**.
- Outdoor fires are allowed in the South Picnic Area fire pits **only**. Applicant must supply fire wood and remove what is brought to the camping area.
- The cabin is not heated, does not have running water or bathroom facilities from November-March. Applicants wishing to rent during this time may use the Visitor Center bathroom facilities.
- Indoor fires are allowed in the cabin fireplace **only**. Groups **must** use the wood provided by NGM for an additional \$20 fee. This fee includes 40 pieces of firewood and kindling. All cabin firewood must be purchased in advance.
- If a barbecue is planned, the Applicant must supply grills.
- All areas must be restored to the condition in which they were found (trash picked up and **removed**, appliances emptied, picnic tables put back in place.) Dumpsters are located in the parking lots and Visitor Center for trash. Applicant must supply trash bags. Failure to properly clean a rented area will result in Applicant's forfeiture of security deposit.
- Water related activities (stream studies, wading, frog pond, fishing, etc.) are not permitted without prior approval.
- Please keep all noise levels to a minimum. Bands, DJs, and amplified music are not permitted.
- Plants and animals in the park are not to be disturbed.
- Parking is available at each of the rental locations. Cars are not permitted in the picnic areas or on the ball field.

## Rental Regulations

I agree to abide by the above rules and regulations during the scheduled rental at Newlin Grist Mill:

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

(Draft Copy: March 10, 2015 Approved: March 27, 2015 )