

Appendix A

User Fees

The Township Manager must approve any exception to the following fees. Fees must be paid by the date indicated on the permit issued by Horsham Township Recreation Department. Fees will be established by Horsham Township Council via resolution, as amended.

	Group A	Group B1	Group B2	Group C	Group D
Main Mtg. Room	No Charge	No Charge	\$35/hour	\$35/hour	\$50/hour
Room A	No Charge	No Charge	\$20/hour	\$25/hour	\$35/hour
Room B	No Charge	No Charge	\$20/hour	\$25/hour	\$35/hour
Equipment	No Charge	TBD	TBD	TBD	TBD
Kitchen	No Charge	TBD	TBD	TBD	TBD

**Permit times will include set-up and clean up of one (1) hour total. A minimum two hours per use will be assigned (includes up to one hour for the event and at least 30 minutes for set-up and 30 minutes for clean-up). Additionally, a flat administrative fee of \$30 will be assessed to each permit.*

**Additional charge may be assessed for set-up services and/or necessary clean up after an event.

***The Main Meeting Room will be assigned in all cases where attendance is unknown (i.e. Homeowners Association Annual Meetings).

Security Deposit

A \$50.00 security deposit is due with fee and application. If your group stays beyond the times specified on the permit or does not clean up after themselves, this deposit will be kept. Otherwise, it will be returned to you at the conclusion of the event.