



PARK AND RECREATION RENTAL AGREEMENT

Rec Center / Pavilion, Gazebo & Amphitheater / Historical Village / Senior Center

Date Requested: _____ Time: _____

Room Requested: _____ Event: _____

Person in Charge: _____

Address: _____

Phone: _____ or _____

Will admission be charged for the event? YES or NO (If yes is circled a police officer will be required.)

REC CENTER

- () GYM _____ \$300.00 **546 Capacity**
- () BANQUET ROOM _____ \$80.00 **130 Capacity**
- () CONFERENCE ROOM _____ \$40.00 **25 Capacity**
- () EMPLOYEE FEE _____ _____ HRS @ \$17.50 per HR
- () POLICE OFFICER _____ _____ HRS @ \$20.00 per HR
- () SET UP FEE _____ \$30.00
- () CLEAN-UP _____ \$40.00
- _____ \$100.00 GYM

TOTAL RENTAL CHARGE \$ _____
DEPOSIT PAID \$ _____
BALANCE PAID \$ _____

PAVILION, SENIOR CENTER, GAZEBO & AMPHITHEATER/HISTORICAL VILLAGE

of Picnic Tables

- () #1 PAVILION AT WALKING TRAIL _____ \$50.00 9
- () #2 PAVILION ACROSS FROM POOL _____ \$50.00 5
- () #3 PAVILION AT HORSE ARENA _____ \$35.00 2
- () #4 PAVILION AT HARBIN PLACE _____ \$55.00 2
- NO RESTROOMS IN #4 PAVILION AREA --
- () SENIOR CENTER _____ \$350.00 **373 Capacity**
 ** CLEAN UP FEE \$100 **
- () GAZEBO _____ \$25.00
- () AMPHITHEATER _____ \$150.00
- () SCHOOL _____ \$125.00 **124 Capacity**
- () CHURCH _____ \$125.00 **65 Capacity**
- () BARN _____ \$125.00 **80 Capacity**
- () EMPLOYEE FEE _____ _____ HRS @ \$17.50 per HR

TOTAL RENTAL CHARGE \$ _____
DEPOSIT PAID \$ _____
BALANCE PAID \$ _____

RENTER _____ DATE _____

EMPLOYEE _____ DATE _____



Park and Recreation RENTAL USE & REGULATION RULES

1. Rental/Use agreement, ½ of rental fee is required within one week (7 days) of the reservation being made. The balance is due one week (7 days) prior to the reservation date. If the reservation is made less than one week (7 days), rental/use agreement and payment in full is required at the time the reservation is made.
2. In case of damage or loss of property, the City of Arab will assess the amount to be paid by the renter (the person who signs the agreement). This will also include any extra clean up beyond normal.
3. The renter is responsible for preservation and observation of all rules and regulations including the following:
 - A. Alcoholic beverages are not permitted at Recreation Center, City Park Property and City Pool.
 - B. Vehicles must be parked in designated areas only.
 - C. Place all litter in trash containers and taken to dumpsters.
 - D. 11:00 pm curfew
 - E. Equipment and props must be removed at the close of the activity.
 - F. Reservation is for the day of the event only; extra days must be reserved at the same rental rate.
4. Refund request on rentals must be made no less than ten days prior to reservation date.
NO REFUNDS will be made if cancelled within ten days.
 - A. NO REFUND will be given due to weather but money can be used to reschedule a later date.
5. Reservations cannot be made more than 1 year in advance.
6. The city will negotiate with the person whose name appears on the agreement only.
7. Set up includes setting up of tables and chairs only.
8. If alcohol is going to be served at the Senior Center, an application must be obtained from the City Clerk.
9. No early set-up is allowed.
10. The kitchen IS NOT available at the Rec Center or Senior Center.

GENERAL PARK USE RULES

All parks are covered by an ordinance designed to protect the park atmosphere. In essence, the same laws apply to a park as in any public or roadway, but several regulations are stressed to generally cover park usage.

1. Vehicles must be parked in designated areas only.
2. Place all litter in trash containers.
3. Please ensure all areas used are left clean and orderly.
4. Fires may be built only in grills.
5. Pavilions may be used by reservation only. Rental DOES NOT include restrooms (some which are closed during winter months) OR the public playgrounds near the pavilions.