



Autryville Facility Rental Agreement

The Town of Autryville (Town) welcomes anyone who wishes to use the Town facilities for special events. They must be rented by responsible persons 18 years of age and older for events of any type with approval of the Board of Commissioners. The renter must provide a \$50 cash deposit as well as both pages of this completed application prior to the day of rental. If all of the rules below are followed, the deposit will be returned in full to the renter. In the event the rules are not followed, or damage occurs to Town Property during your rental, additional fees may be incurred to cover the cost of repair.

By signing this agreement you agree to abide by the following rules:

- No littering of any type, this includes cigarette butts.
- All garbage must be placed in appropriate receptacles.
- No alcoholic beverages or illegal substances.
- Loud music or lights shall be kept to a responsible level so as not to disturb nearby residents.
- Vehicles shall be parked in an orderly fashion in the parking lot so as not to block emergency access to the facilities.
- These are public facilities so anyone who wishes to enter the facility during your rental is allowed to do so.
- Once your rental is over, you are responsible for returning the facility to its original condition to include placing chairs where they belong, turning off lights and changing thermostat to its original setting.
- You are using the facilities at your own risk without any supervision. You are assuming all liability in the event that you or your patrons are injured while using the facility. The Town will not be held responsible under any circumstances should this occur.

By signing below, I _____, renter of the Autryville Facility designated below, agree to the terms above and understand that any violation of this policy will result in loss of use of the facilities in the future. I also agree to pay any fee imposed upon me by the Town of Autryville in the event that the rules above are not followed or myself or individuals associated with my rental party cause damage to be inflicted on property owned by the Town of Autryville.

Please select the facility below that you wish to rent. Note the amenities available at each facility:

- Covered Shelter – 114 W. Williams Street, Autryville**
 - Parking Lot
 - Benches and picnic tables
- Park at Town Hall – 215 S. Gray Street, Autryville**
 - Bathrooms
 - Covered Shelter
 - Exercise and Playground Equipment
 - Benches and picnic tables
 - Green Spaces
 - Parking Lot
- Meeting Room at Town Hall – 215 S. Gray Street, Autryville**
 - Large Indoor Gathering Area
 - Chairs and Tables
 - Bathrooms
 - Parking Lot



Autryville Facility Rental Application

Date of Application: _____
Organization (If Applicable): _____
Contact Person Name: _____
Mailing Address: _____
Physical Address: _____
Phone: _____ Email: _____

Event Information

Date: _____ Time: _____

Name of Event: _____

Open to Public? _____ Number of Patrons: _____ Number of Employees/Volunteers: _____

Select facility you wish to rent: Town Hall Park Covered Shelter Meeting Room

Description of Event:

Signature _____ Title _____

To Be Completed By Autryville Staff

Application Status: Approved _____ Denied _____

By: _____ Title _____ Date _____

Special Notes:

