

RENTAL INFORMATION

1. All set up and clean up time must be included in the rental.
2. Must be 21 years of age to rent the building.
3. Any youth/children's activity must be chaperoned by one adult per (8) children.
4. The renter is responsible for any damage to the facility.
5. Renters must clean up, sweep and mop floors, and make sure all trash is in trash cans. If Town personnel has to go in and clean after use there will be a \$50.00 per hour fee.
6. Absolutely **NO ALCHOLIC BEVERAGES ALLOWED ON TOWN PROPERTY.**
7. **NO SMOKING IS ALLOWED INSIDE THE COMMUNITY BUILDING.**
8. Burning candles is prohibited.
9. The use of tape, pins, hooks, nails, etc. on the walls and ceilings are prohibited.
10. No grills may be brought to the sight without written permission.

INSURANCE REQUIREMENTS

All applicants are required to complete the **Release and Indemnity Agreement for Facility Use (pg.2)**

PERMISSION IS GRANTED TO _____ (APPLICANT'S
ADDRESS: _____) TO USE THE COMMUNITY
BUILDING ON _____ AT 110 NORTH PECAN ST.
NUMBER OF PEOPLE _____ PHONE NUMBER _____
HOURS OF USE _____ to _____ (THIS INCLUDES SETUP AND
CLEANUP)

OFFICE PERSONNEL

DATE: _____

**NO ALCHOLIC BEVERAGES ALLOWED ON TOWN PROPERTY
NO SMOKING ALLOWED ON TOWN PROPERTY**

**Town of Pinebluff
Release and Indemnity Agreement for Facility Use**

In renting or using any of the properties owned by the Town of Pinebluff, including but not limited to the Community Center Building, Pinebluff Ball Park, Concession Stand, Lake Shed, Westside Park, Cunningham Park, neither the Town of Pinebluff, its Mayor; Board of Commissioners, individually or collectively; employees; or volunteers shall assume any responsibility for or have in any way liability for the loss of, damage of, or injury to any property or persons on Town property associated with the User, its guests, members, employees, agents and participants, or for the loss or damage of any property or personal effects of the User, its guests, members, employees, agents and participants, or for the loss or damage of any property or personal effects of the User, its guests, members, employees, agents, and participants, including motor vehicles and their contents.

The User, its guests, members, employees, agents and participants hereby agree to hold the Town of Pinebluff and its Mayor; Board of Commissioners, individually and collectively; employees; and volunteers harmless for any injury, loss or damages sustained while using any of the facilities owned by the Town of Pinebluff.

For Community Center, the User agrees to procure and keep in full force at its expense, Commercial Liability Insurance and General Liability Insurance in an amount not less than \$1,000,000 per occurrence and \$1,000,000 in the aggregate. If the User renting the facility is an individual, Commercial and General liability insurance is not required. If an individual User has an organization, commercial entity or other recognized entity providing any assistance or services then that entity or organization is required to carry Commercial and General Liability Insurance with the limits specified herein. If applicable, the User must provide the Town of Pinebluff with a certificate of insurance prior to using the Community Center.

The Town of Pinebluff is committed to providing access to all programs, services, activities, and facilities without regard to age, race, color, religion, national origin, creed, political affiliation, or disability.

I have read and agree to the guidelines for using the above listed facilities.

User (print name): _____

Signature of User Representative/Person Responsible

Town of Pinebluff Representative

Date: _____

Date: _____