

CONROE BAY COMMUNITY CENTER
12948 Point Drive
Willis TX 77318

RESERVATION REQUEST & APPROVAL

NAME OF RESPONSIBLE PARTY _____

ADDRESS _____ PHONE _____

Purpose of event _____ Date of event _____ Time of event _____

Event hours of availability are 10 am to 10 pm. The Community Center must be cleaned and locked by 11pm. The walk-thru will be held at agreed time prior to 10am the following day with deposit and key returned at that time. If your event is over and center it is clean by 8pm the final walk-thru will be same day.

Agreed day of event walk-thru times - before: _____ after: _____ initials _____
Renter Coordinator

OVERNIGHT EVENTS ARE NOT PERMITTED. NO EXCEPTIONS

RENTAL RATES:

Attendees: 1-20 = \$100.00 21-40 = \$200.00 41-60 = \$300.00

DATE DEPOSIT \$250.00 RECEIVED _____ CK#/cash _____ By: _____

DATE RENTAL AMOUNT RECEIVED _____ CK#/cash _____ By: _____

Event Coordinator/ Homeowner of Conroe Bay: _____

Renter Received Key: _____ initial: _____ Renter Returned Key: _____ initial: _____

Deposit of \$250.00 returned to renter (if applicable): _____ signature: _____
Renter

**CONTACT: DEBBIE BARRERA: TEXT- 832-428-5313 or
CBCAeventcenter@gmail.com**

CONROE BAY COMMUNITY CENTER
12948 POINT DRIVE WILLIS TX 77318

GENERAL INFORMATION FOR USERS

1. OVERNIGHT EVENTS ARE **NOT** ALLOWED WITH NO EXCEPTIONS.
2. COMMUNITY CENTER HOURS FOR EVENTS ARE 10 AM TO 10 PM. EVENTS ENDING AT 10PM MUST HAVE COMMUNITY CENTER CLEANED AND LOCKED UP BY 11 PM.
3. WHEN DECORATING PLEASE DO NOT USE: ADHESIVE STRIPS OR SCOTCH TAPE. NO DUCT TAPE, STAPLES, PINS, TAGS, ETC. ALL DECORATIONS ARE TO BE REMOVED AND DISCARDED AT THE END OF THE EVENT.
4. NO FURNISHINGS MAY BE REMOVED FROM THE BUILDING.
5. THE OVEN / MICROWAVE IS FOR WARMING ALREADY PREPARED FOODS. IT IS NOT TO BE USED FOR COOKING.
6. FOOD ITEMS MAY NOT BE STORED IN FACILITY WITHOUT PERMISSION.
7. ALL GRILLING AND COOKING IS TO BE DONE AT THE BACK OF CENTER ON GRASSY AREA SURROUNDING CEMENT PATIO.
8. SMOKING IS NOT PERMITTED INSIDE THE COMMUNITY CENTER. SMOKING IS ALLOWED OUTSIDE THE BUILDING. PLEASE DISPOSE OF CIGARETTE BUTTS.
9. DEPOSITS WILL NOT BE RETURNED UNTIL AND INSPECTION OF THE FACILITY IS MADE AND KEYS HAVE BEEN RETURNED. LOST KEY WILL RESULT IN FORFEITURE OF DEPOSIT.
10. GENERAL INFORMATION:
 - CLEANLINESS OF THE ENTIRE FACILITY
 - ALL TRASH REMOVED AS THERE IS NO TRASH PICKUP AT THE COMMUNITY CENTER
 - ALL LIGHTS ARE TO BE TURNED OFF BEFORE LEAVING
 - THERMOSTAT MUST BE RETURNED TO THE ORIGINAL SETTING - 78
 - ALL DOORS MUST BE LOCKED UPON EXITING THE BUILDING

ALCOHOL WAIVER AND ACCEPTANCE OF RESPONSIBILITY:

As part of the event "if" alcohol will be available on the premises. Individuals under the age of 21 are prohibited from obtaining or consuming any alcohol at any point during the Event.

I expressly affirm my acceptance of full responsibility for complying with all applicable laws regarding consumption of alcohol, and if consuming alcohol, monitoring and/or limiting my alcoholic beverage intake. An "event Participant Limited Liability" form may be used at my discretion solely for my protection if I deem necessary.

Renters name Printed

Renters Signature

RESPONSIBLE PARTY

DATE

CONROE BAY REPRESENTATIVE

DATE

CONROE BAY COMMUNITY CENTER

12948 POINT DRIVE
WILLIS, TEXAS 77318

Liability Waiver and Release

I, _____, hereby waive, release, and discharge Conroe Bay Community Civic Association, its officers and agents, from any and all liability for the death, disability, personal injury, property damage, property theft or actions of any kind which may hereafter accrue to me, and indemnify and hold harmless from any and all liabilities and claims made by other individuals (including visitors) or entities as a result of any of my actions or the actions of any participant, or any agent named above.

I acknowledge that I am familiar with the "General Information for Users" for the Conroe Bay Community Center and agree to abide by them.

I understand that I shall use the community building for lawful purposes only and shall also observe all local ordinances in connection with the building.

SIGNATURE OF RESPONSIBLE PARTY

DATE

ADDRESS

PHONE

SIGNATURE OF CONROE BAY REPRESENTATIVE

DATE

EVENT PARTICIPANT LIMITED LIABILITY

PRINT NAME

By accepting alcohol during the Event, I warrant that I am at least 21 years of age. I hereby expressly release Releasees from any liability for damages to incurred by me or any other person or entity caused in whole or in part by my consumption of any item, including without limitation, alcohol.

Assumption of Risk, Waiver of Liability, Release, and Covenant Not To Sue:

In consideration for being permitted to participate in this Event, I voluntarily agree for myself, my family, heirs, assigns, executors, and administrators to the following:

1. TO ASSUME FULL RESPONSIBILITY FOR ANY RISKS OF LOSS, OR PERSONAL INJURY, INCLUDING DEATH that may be sustained by me (or my child), or any loss or damage to property owned by me (or my child), as a result of participating in this Event.

2. TO RELEASE, WAIVE, HOLD HARMLESS, DISCHARGE, AND COVENANT NOT TO SUE the Releasees from any and all liability, claims, actions, demands, expenses, attorney fees, breach of contract actions, breach of statutory duty or other duty of care, warranty, strict liability actions, and causes of action whatsoever, that I might have or may acquire in the future, arising out of or related to any loss, damage, or injury, including death, that may be sustained by me (or my child), or to any property belonging to me (or my child), while participating in this Event including, but not limited to, any claim that the act or omission complained of was in whole or in part by the negligence or carelessness of the Releasees.

EVENT PARTICIPANT

DATE

RESPONSIBLE PARTY

DATE