

Reservations must be made a minimum of seven days in advance

## City of Maxeys, Georgia

### Facilities Reservation Request

Name	Telephone
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Address
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Desired Date of Use	Time of Use	Date and Time of Use Approved By:
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Intended Use
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<input type="checkbox"/> Brightwell Scholarship Committee
<input type="checkbox"/> Maxeys Community Club
<input type="checkbox"/> Maxeys Womans Club

Facility Requested	Rental Rate	Deposit
<input type="checkbox"/> Bar-B-Que Pit and Racks	\$25.00	\$15.00
<input type="checkbox"/> Fire Hall	\$150.00	\$75.00
<input type="checkbox"/> Community Center	\$100.00	\$50.00

**Instructions:** Make two (2) checks payable to the **City of Maxeys**, one (1) for the amount of the Rental, the other for the amount of the deposit. The deposit check will be returned after the key is returned and the facilities are inspected for cleaning, damage, etc.

The undersigned by submitting this request agrees to abide by the following Rules and Regulations:

- (1) It is understood that these rules apply to the parking lot(s) and grounds surrounding the property.
- (2) No alcoholic beverages will be served, consumed or brought into the facility.
- (3) Any expense incurred as a result of damage to the facility will be the responsibility of the club/person
- (4) The City of Maxeys reserves the right to refuse to rent to any party who has abused property or caused disturbances.
- (5) The City of Maxeys nor the Maxeys Volunteer Fire Department will not be responsible for any injury sustained by anyone gathered at the facility for any purpose.
- (6) All facilities are to be returned to a cleanliness equal to or better than that provided at the beginning of the rental period. All chairs, tables, etc. will be returned to storage as applicable. All racks, kitchen areas, etc. are to be cleaned and dried.
- (7) All garbage must be removed from the facility after use.
- (8) No food may be left in the facility.

Submitted by:	Date
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