

Reservations must be made a minimum of seven days in advance

City of Maxeys, Georgia

Community Center Reservation Request

Name	Telephone
------	-----------

Address

Desired Date of Use	Time of Use	Date and Time of Use Approved by:
---------------------	-------------	-----------------------------------

Intended Use
<input type="checkbox"/> Brightwell Scholarship Committee
<input type="checkbox"/> Maxeys Community Club
<input type="checkbox"/> Maxeys Womans Club

Facility being Requested:
<input type="checkbox"/> Community Center
The rental rate for the Community Center is \$100 for up to four (4) hours. Additional rental time is available at a rate of \$25 per hour. A refundable security deposit of \$50 is also required.
Please write two separate checks:
<ol style="list-style-type: none">1) One for \$100 Rental Fee. If your event requires more than four (4) hours, please add \$25 for each additional hour.2) One check for the refundable deposit of \$50.3) Your deposit will be returned within seven (7) days following your event, provided the facility is left clean and all Community Center rules and requirements listed below have been followed.
The undersigned by submitting this request agrees to abide by the following Rules and Regulations:
<ol style="list-style-type: none">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 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 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:
---------------	-------