



# Facility Reservations and Hold-Harmless Agreement

Community Center & Playground District No. 3  
1615 Horridge Street, Vinton, LA 70668  
(337)589-5181 – www.ward7rec.com

## RESPONSIBLE PARTY

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

## EVENT INFORMATION

Requested Date: \_\_\_\_\_ Event Time: \_\_\_\_\_

Event Type: \_\_\_\_\_

Room Requested: **(Select one option)**

- Activity A/B (includes kitchen)       Activity A (includes kitchen)
- Activity B       Meeting Room

Estimated Number of Guests:

- Under 30
- 30 – 50
- Other      If other, please explain: \_\_\_\_\_

**Acknowledgment (Required):**  I, the undersigned, have read and agree to Community Center & Playground District 3 of Ward 7 Facility Reservation Conditions and Hold-Harmless Agreement.

**Requestor's Name (Required):** \_\_\_\_\_

**Signature (Required):** \_\_\_\_\_

<b>Rates (Hourly)</b>	Activity Room A/B	Activity Room A w/Kitchen	Activity Room B	Activity Room Meeting Room	Key Deposit
Deposit	\$65.00	\$40.00	\$25.00	\$25.00	\$100.00
Rental	\$65.00	\$40.00	\$25.00	\$25.00	

## **Facility Reservation Conditions**

1. Deposit fees must be paid in full before the room will be scheduled for the event. Reservations will be made on a first come, first serve basis. Rental fees must be paid before date of rental or deposit will be forfeited.
2. Reservations must be cancelled 14 days prior to event to receive a full deposit refund. If cancellation is received 7-13 days ahead of event, deposit will be refunded at 50%. Reservations cancelled with less than 7 days will forfeit entire deposit.
3. Facilities will not be rented to anyone under 21 years of age without prior approval of security arranged through local law enforcement officers.
4. Ward 7 Recreation is not responsible for any injury to any persons attending a function on its properties. Any damage to the facilities will be the responsibility of the renter. This includes damages by guests of your activity.
5. No smoking allowed anywhere in the building or near any entrances. This includes vaping devices.
6. Absolutely no decorations can be attached to any wall or ceiling. This included but is not limited to use of tape, staples, and pins. Failure to follow this rule will result in forfeit of deposit.
7. Deposit and rental fees must be paid before keys or key codes will be given to renter. Deposit will be returned only if; clean-up is performed following your activity, no damage is incurred during your rental period, and keys are returned, if applicable. Clean-up includes kitchen returned to pre-event condition, trash cans emptied, floors swept clean, and spot mopped as needed.
8. The use of vulgar language and profanity will not be tolerated on District property. Noise should be kept to a minimum.
9. No charge of any kind for any commodity sold or services rendered may be collected by any individual or group using the facilities.
10. All functions need to end before 11:30 PM; this is quiet hours for the neighborhood.
11. Party using facility must act responsible. Any complaints from the public and the event host could lose their deposit and their rental privileges in the future.
12. There must be one adult chaperone (at least 21 years of age) for every 12 persons under the age of 18 years old.
13. No boiled crawfish, shrimp, crab, or fish fries allowed on District property.
14. Please keep food and drink in designated areas only.
15. All other Ward 7 Recreation Rules and Regulations apply.

**FEES:** Keys or key codes will not be given until all fees have been paid. If key codes cannot be used and a key is required to be checked out, there will be a key deposit of \$100.00 due from renter at the time of receipt of keys. Key deposit will be returned only if keys are returned within 3 business days.

## **HOLD HARMLESS & INDEMNITY AGREEMENT**

The undersigned recreation participant ("Participant") shall defend, indemnify and generally hold harmless Community Center & Playground District No. 3 of Ward 7 of Calcasieu Parish, Louisiana, its parents, subsidiaries, affiliates and each of their respective present and future officers, directors, employees and agents (collectively, "Indemnified Parties") from and against any and all losses, damages, expenses, liabilities, penalties, fines, forfeitures, demands, claims, causes of action, suits, direct costs and expenses incidental thereto (including cost of defense, settlement, and reasonable attorney's fees) (collectively, "Claims") of any nature whatsoever, whether brought by any individual, business entity, any other person or any third party, including any customer, player or participant, including, but not limited to; Claims arising as a result of bodily injury (including death) to any person, damage to any property, to the extent such Claims relate to this Agreement or any other acts or omissions.

It is the express intent of the Participant the indemnification obligations under this Agreement apply regardless of any degree of fault, omission or negligence or strict liability of the Indemnified Parties and regardless of whether the Claims are alleged or found to be caused by the sole or concurrent negligence of the Indemnified Parties. Participant's indemnification obligations contained in this Agreement are independent of any insurance terms and conditions which may be otherwise provided.

The Participant and Indemnified Parties agree that any legal limitations now or hereafter in effect that affect the validity or enforceability of Participant's indemnification obligations provided in this Agreement are made a part of this Agreement to amend Participant's indemnification obligations to the minimum extent necessary to conform such obligations with the requirements of such legal limitations, and as so modified, Participant's indemnification obligations will continue in full force and effect.