

# COMMUNITY CENTER RENTAL Agreement

Applicant must be 21 years of age or older



TODAY'S DATE \_\_\_\_\_

DATE OF EVENT \_\_\_\_\_

TIME OF EVENT FROM \_\_\_\_\_ TO \_\_\_\_\_  
(PLEASE INCLUDE SET UP AND CLEAN UP TIME)

RESPONSIBLE PARTY \_\_\_\_\_ TYPE OF EVENT \_\_\_\_\_

PHONE \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

NAME OF ORGANIZATION if any \_\_\_\_\_ PHONE \_\_\_\_\_

NUMBER OF PEOPLE \_\_\_\_\_ (MAXIMUM OCCUPANCY 80)

The undersigned agrees that they have received and read a copy of the Rules and Regulations. They agree that they will be responsible for any damages incurred in the Lawson Community Center and will accept the position of the "Responsible Party" as stated in Section 150.130.

The Responsible Party is to be at function for the entire duration of specified event and available by Mobile phone.

The Responsible Party agrees to allow City Employees access to the facility for the duration of event, to the extent deemed necessary by such employees in the circumstance.

Signature \_\_\_\_\_ Date \_\_\_\_\_

## Deposit (\$50)

DATE \_\_\_\_\_ RECEIPT # \_\_\_\_\_  check  cash  credit card

## Fees (\$30 first hour + \$15/hr)

DATE \_\_\_\_\_ RECEIPT # \_\_\_\_\_  check  cash  credit card

# Hours \_\_\_\_\_ \$ Collected \_\_\_\_\_ KEY# \_\_\_\_\_ KEY RTD

Notes \_\_\_\_\_