

Rutland Community Center

Rental Application

Responsible Party Name: _____ Phone # _____

Physical (& Mailing) Address: _____ City, State, ZIP _____

DATE(s) Requested for Event: _____ # expected in attendance _____

Start Time: _____ End Time: _____ Total # of Hours _____

Nature of Event: _____ Circle one: Public Invite-Only

Alcoholic beverages available? _____ A Special Event Permit is required when alcohol is sold or served.

Please check the appropriate boxes below:

<input type="checkbox"/> Hall Rental with kitchen for full day (Approximately 8 hours)	\$ 100.00
<input type="checkbox"/> Hall Rental with kitchen for three days	\$ 200.00
<input type="checkbox"/> Hall rental with kitchen (Approximately 4 hours)	\$ 75.00
<input type="checkbox"/> Kitchen only	\$ 60.00
<input type="checkbox"/> Hall only (not kitchen)	\$ 50.00
<input type="checkbox"/> Meeting only (less than two hours)	\$ 10.00
<input type="checkbox"/> Park Board (Adult supervision required for youth basketball)	\$ 10.00
<input type="checkbox"/> Refundable Cleaning/Damage Deposit (separate check)	\$75.00

TOTAL Cost for Rental \$ _____ (check, cash, Money Order/Cashier's Check; damage deposit separate payment required)

LIABILITY STATEMENT

The City of Rutland, its trustees, agents, officers and employees (including the Rutland Park Board and the Rutland Community Club), herein referred to as "City of Rutland" or "City" assume no responsibility for the person or property of anyone using the Community Center/Hall. The responsible party named above shall remove all personal items and property brought into the center at the conclusion of the function unless prior arrangements have been made with the City. The responsible party and all guests will be responsible for compliance and adherence to the City of Rutland Community Center/Hall Facility Rental Policies and Procedures and all specifications of the rental agreement.

In consideration of the use of the Community Center, the reserving responsible party agrees to indemnify the City of Rutland, its trustees, officers, agents and employees and hold them harmless from and against any and all liability, damage, expense, cause of action, suits, claims or judgments arising from or related to injury to persons or property occurring in or about the premises and upon the adjoining sidewalks, streets or ways which may arise from the City of Rutland's ownership and management of the premises, or from any action or omission of the reserving responsible party, its agents, employees, guests, or licensees, or from any cause whatsoever.

I have read, understand, and agree to the guidelines and regulations stated in the attached Facility Use Policy and Procedures as well as the above liability statement.

APPLICANT (Responsible Party) Signature

Date

CITY OF RUTLAND USE ONLY:

- Special Use Permit Required · yes · No
- Community Center left in as good or better condition · yes · No
- Deposit Refund amount \$ _____ (deduction description(s) provided below) Check # & Date _____