# Park Pavilion Reservations

Email: jsmith@cumming.iowa.gov

* The park pavilion may be reserved starting the first business day of the new year.
* You may reserve the pavilion by calling or stopping by the Cumming City Hall, during regular business hours (8:00 – 4:00, Monday through Friday).
* The date and/or time of the reservation will not be guaranteed until payment and form have been received by City Hall.
* The Pavilion may be reserved for any day of the week during the hours of 8:00 am – 9:00 pm (the park is closed from 11:00 pm to 6:00 am).
* Special permits may be obtained for special uses, and must be approved by the City Council. *\*\* see definition of these in Chapter 46 Park Regulations.*

**\*\*\*\* Pavilion Rental -** Residents $25.00/ Non-Residents $35.00 / Special Permits $75.00 \*\*\*\*

**Rental Information**

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| --- | --- | --- | --- | --- |
| Name: |  |  |  |  |
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| --- | --- | --- |
| Address: |  |  |
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|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
|  | City | State | ZIP Code |

|  |  |  |  |
| --- | --- | --- | --- |
| Phone: |  | Email |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Rental Date: |  | Time Requested: |  |

Park Location (City Park or Mayor Tom Becker Park): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­\_\_\_

What do you want the sign to read? (Examples: Johnson Family Reunion, Derek’s 8th Birthday party.)

We agree to leave the pavilion and picnic tables in the condition I/We found them. I/We also agree to dispose of trash in the designated trash containers.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

FOR CITY HALL USE ONLY:

Rental Ck # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Received By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Resident: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Non-Resident: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Special Permit: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Terms and Conditions**

*The terms and conditions are required of all paying renters and non-profit civic groups.*

1. The lessee shall have possession of the pavilion from \_\_\_\_\_\_\_\_\_\_\_ until \_\_\_\_\_\_\_\_\_\_\_ on \_\_\_\_\_\_\_\_\_\_\_

(time) (time) (date)

1. Lessee shall pay a rental fee in the amount of $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, said fee is to be paid at the time reservations are made to secure the date and time requested. (Payable to the City of Cumming).
2. If cancellation is necessary, Lessee must notify the City Hall at least seven working days prior to the rental date or the rental fee will not be refunded. In the event of a cancellation, the fee will be returned if the premises were not occupied and proper notice was given to the City.
3. The lessee warrants that he or she will be personally responsible for the cost of all repairs or damage to the premises during the above-stated rental time. Lessee further agrees to hold harmless and indemnify the City of Cumming, its agents or employees from and against any liability in connection with said rental.
4. The rental fee does not cover the cost of any additional janitorial services. If the premises are not left in the same condition as they were found, there will be a fifty ($50.00) per hour per person for the cleanup with a minimum fifty ($50.00) dollars, plus any additional costs for reasonable repairs.
5. All trash and debris are to be picked up from within the pavilion and surrounding area.
6. No tape, nails, hooks are to be used on the walls or ceilings. “Funtac” or similar product is recommended to attach banners and such.
7. The lessee has received the City Park checklist and understands the financial penalty they will incur if any or all of the items on the checklist are not completed satisfactorily.
8. **Park Hours 6:00 am to 11:00 pm. City and state code prohibits the use of alcoholic beverages on city-owned properties. By state code, smoking is not allowed in the park shelters.**
9. I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, the lessee herein, do hereby acknowledge that I have read, understand and will abide by the terms and conditions of the above agreement.