

CENTER PARK AT CENTERVILLE PAVILION USER AGREEMENT AND RULES City of Centerville 300 East Church Street Centerville, GA 31028 Phone: (478) 953-4734 Fax: (478) 953-4797

Below you will find rules for renting the Center Park at Centerville Pavilion. Failure to follow park and pavilion rules, will result in your inability to rent our facilities in the future. This pavilion is meant to provide a space for your event but shall be returned to its original clean state prior to the end of your approved rental time.

- 1. NO SMOKING, GRILLS, OR OTHER FIRES. This includes fireworks and pyrotechnics of any kind.
- 2. NO ALCOHOL.
- 3. No glitter, sequins, confetti, smoke, colored powders, or any other substance that would be left at the scene after your rental is allowed.
- 4. Rental applicants must be at least 21 years old.
- 5. Tables, chairs, and other items furnished by the City must be placed back in their original placement before leaving.
- 6. All garbage should be placed in trash receptacles.
- 7. No vehicles of any kind are allowed on the grass within the Center Park at Centerville area. All vehicles must be parked in designated parking areas.
- 8. Groups using the facilities are responsible for set up, break down, and cleaning during the time reserved.
- 9. Bounce houses, water slides, and dunking booths are not allowed to be used by renters in Center Park at Centerville.
- 10. Glass bottles are not allowed in Center Park at Centerville.
- 11. All activities must cease, and facility cleaned by dusk.
- 12. All facilities are available to the public on a first come, first serve basis as long as it does not interfere with City of Centerville Programming.
- 13. Individuals/groups may not rent the Center Park at Centerville pavilion more than once a quarter except for City sponsored or City sanctioned events.
- 14. If renters intend on charging for the event held in the Center Park at Centerville pavilion, then a Special Event Permit must also be completed.



- 15. Reservations will be taken no more than one year in advance.
- 16. All rentals must be booked at least 5 business days in advance. If a facility is booked within the 5 day window, then the rental price must be paid in full.
- 17. In order to secure a date, a rental agreement must be completed and submitted along with a 50% deposit. Rental dates will not be "penciled in".
- 18. Remaining fees must be paid at least one week in advance from rental date.
- 19. Refunds: If a rental does not take place due to inclement weather or other city emergency and the event cannot be rescheduled within three (3) months from the original date, a refund may be given to the rental applicant. There will be no refund of the rental fee if the applicant fails to notify the city of an event cancellation less than seven (7) days prior to the date of the rental. Notices of rental cancellation must be made in writing and delivered to the Director not less than seven (7) days prior to the date of the rental.
- 20.There will be a \$30.00 service charge on all returned checks. Cash payment is required for service charge and returned checks.
- 21. The person signing the contract will be responsible for adhering to all rules and regulations. Any infraction or failure to comply with the rules will result in the withdrawal for all privileges regarding the Center Park at Centerville Picnic Pavilion and possible fines. Rental applicants that fail to follow stated rules will not be allowed to rental City of Centerville facilities for 12 months.
- 22. The rental applicant assures that no person shall, on the grounds of race, color, national origin, or sex be excluded from participating in any activity for which Center Park at Centerville is used.
- 23. If your event/activity in the pavilion will *"either affect the ordinary use of parks, public streets, rights-of-way, or sidewalks, or disrupt the flow of traffic on public streets or sidewalks [including but] not limited to, fairs, festivals, and road races including foot runs and bicycle runs"*, then you will have to complete and submit a Special Events Permit Application. Additionally, if the rental applicant expects that attendance will exceed 100 persons, then a Special Event Permits Application will have to be completed and submitted. The Special Events Permit Application that can be found at <u>www.centervillega.org</u>.





CENTER PARK AT CENTERVILLE PAVILION PRICE SHEET

- A 50% deposit of the total rental price is required at the time this agreement is submitted. The remaining fees are due 7 days before the rental date.
- 2-hour minimum
- 12-hour maximum
- Rental includes: seating for 100; access to kitchen sink and counter and two handicapped accessible bathrooms; picnic tables

	MONDAY-FRIDAY	SATURDAY
Hourly Pavilion Rate	\$30.00 per hour	\$45.00 per hour
Daily Pavilion Rate	\$300 per day (8am – 8pm)	\$500 per day (8am – 8pm)
Cleaning Fee	\$100.00	\$100.00

NO ALCOHOL BEVERAGES ALLOWED ON PREMISES

These prices are subject to change





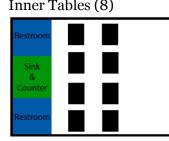
(individual or group name) shall enter into an agreement with the City of Centerville for the use of the Pavilion at Center Park at Centerville. A \$100.00 cleaning fee is required. After the Pavilion is inspected and if any problems are found, then an additional cleaning fee will be charged. A 50% deposit of the total rental price is required at the time this agreement is submitted. The remaining fees are due 7 days before the rental date.

All property in the Pavilion is the property of the City of Centerville. The City of Centerville will have the first say in all matters concerning use of the property.

We will use the Center Park Pavilio Date:		and time(s): ime:	
Date:	T	ime:	
Estimated guest count:			
This agree	ement is only for the date ement is entered into on _		
(Date) Cleaning Fee (Mandatory)			\$100.00
Monday – Friday fee		hrs @ \$30/hr = \$	
Saturday fee	······	hrs @ \$45/hr = \$	
	OR (Circle O	ne)	
Daily Pavilion Rental (Monday – Fi	riday)		. \$300.00
Daily Pavilion Rental (Saturday)			. \$500.00
FOTAL DUE		\$	
DEPOSIT DUE AT TIME OF SU	BMITTED AGREEME	NT 50% of TOTAL DUE = \$	
REMAINING BALANCE IS DU	Е ВҮ	······	
CIRCLE PICNIC TABLE LAYOUT (OPTION: (ONLY THESE (OPTIONS AVAILABLE)	
All Tables (16)	Inner Tables (8)	Outer Tables (8)	



ADOPTED 12/1/2020





The City of Centerville is not responsible for any liabilities while the Pavilion is under lease. The City of Centerville and its staff shall not be responsible should any item of the renter's and/or their function be stolen or misplaced. Rental applicants/users of the Center Park at Centerville pavilion agree to indemnify and hold harmless the City of Centerville for any and all claims that may arise out of the use of the facility.

I acknowledge that I have received the CENTER PARK AT CENTERVILLE PAVILLION USER AGREEMENT RULES & PRICE SHEET: I understand that it is my responsibility to read and comply with this policy. Failure to follow park and pavilion rules, will result in your inability to rent our facilities in the future. This pavilion is meant to provide a space for your event but shall be returned to its original clean state prior to the end of your approved rental time. I further understand that I should consult the Economic Development office regarding any questions raised by this policy and not answered by the User Agreement and Rules.

Lessee	Lessee Phone Number			
City of Centerville Official	Date			
Office Use Only				
Fees Received:	Date:			
Method of Payment:				

