

GERALD PARKS RENTAL AGREEMENT

- *Reservations are not final until completed rental agreement and payment are received at City Hall.*
- **A minimum of 48-hour cancellation notice is required for refund.**
- *Any and all damages will be paid for by the person / organization renting the facility.*

Date of application: _____ Date of use: _____

Name / Organization: _____

Address: _____

Phone: _____

Legion Park

Legion Hall	\$ 75.00 rental per day + \$ 45.00 deposit (\$120.00)	_____
Legion Park Kitchen	\$ 75.00 rental per day + \$ 45.00 deposit (\$120.00)	_____
Large Pavilion	\$ 30.00 rental per day	_____

City Park

Large Pavilion (w/ electric)	\$ 30.00 rental per day	_____
Gazebo (w/ electric)	\$ 30.00 rental per day	_____
Small Pavilion by Lake (no electric)	\$ 30.00 rental per day	_____
Large Pavilion across Lake (no electric)	\$ 30.00 rental per day	_____

Any inflatables or jump houses at a city facility must provide liability insurance. The applicant shall maintain public liability insurance for the duration of the permit with a minimum combined single limit of \$1,000,000 aggregate for any one occurrence, naming the City of Gerald as an additional insured.

Entire Park Rental

At the discretion of the Board of Aldermen (Board), the Board may approve an application to rent an entire park. The cost to rent an entire park will be \$100 per day if the total number of attendees for the event is anticipated to be less than or equal to one hundred (100) people. However, if the total number of attendees for the event is anticipated to be more than one hundred (100) people, a Special Event Fee will be assessed based on the total anticipated number of attendees, over the initial one hundred (100) or less individuals. The Special Event Fee will be required, per day, in addition to the \$100 per day fee to rent an entire park. The Special Event Fee shall be calculated by charging one (1) dollar for each anticipated attendee in excess of the one hundred (100) people who are permitted to attend based on the \$100 per day rental rate. For example, if one hundred fifty (150) people are anticipated to attend an event that involves renting the entire park, the applicant must pay the \$100 per day fee and a Special Event Fee of \$50 per day. Renting an entire park includes using all buildings / pavilions at the designated park. However, the renting person or organization cannot prevent the public from using the park.

Signature of Person Responsible for rental: _____

*****OFFICE USE ONLY*****

Amount Paid \$ _____ Check _____ Cash _____ Credit Card _____ Receipt # _____