

COMMUNITY CENTER RENTAL RULES AND REGULATIONS

SECURITY DEPOSIT FEE	\$100.00
KEY DEPOSIT	\$10.00
RENTAL FEE	\$100.00 - 4 HOUR MINIMUM
ADDITIONAL HOURS	\$25.00 PER HOUR

NO SMOKING OR ALCOHOLIC BEVERAGES ALLOWED INSIDE OR OUTSIDE THE FACILITY!!!!!!

- 1) You must be a resident of Pleasant Grove.
- 2) You must be 21 years of age or older.
- 3) An off duty **Pleasant Grove Police Officer** must be hired for all parties after 5:00 P.M. Rate: \$25.00 per hour/4 hour minimum (In cash and to be paid at the beginning of the event).
- 4) You must pick up and sweep any trash on floors and mop any spills in the Community Center, which includes the Main Hall, Rest Rooms and the Kitchen.
- 5) The thermostat must be set appropriately for summer and winter (68 degrees in winter and 76 degrees in summer).
- 6) All garbage collected must be taken outside to the trash receptacle across the parking lot. Bring your own trash bags, toilet tissue, soap etc...
- 7) Dishes and cooking utensils are not provided. Bring what is needed for your event.
- 8) All food and ice must be removed from the refrigerator and kitchen cleaned.
- 9) All tables and chairs must be returned to the proper racks in storage room.
- 10) All doors must be locked and all lights turned off before leaving building.
- 11) A deposit of \$100.00, and rental fee of \$100.00, will be required for the Community Center within one (1) week after making reservation. The rental fee covers a period of four (4) hours. Additional hours will be \$25.00 per hour. The rental fee and deposit must be paid with separate checks. If deposits are not received within the allotted time, the Park Board reserves the right to rent the facility to someone else. The deposit and rental fee will be refunded only if notified at least two (2) weeks in advance of cancellation. The \$100.00 deposit will be refunded after Park Board inspection of facility. No rain checks are available.
- 12) Absolutely no alcoholic beverages or smoking is allowed inside or outside the facility. If alcohol or smoking is detected your right to rent the facility again will be forfeited and your deposit will not be refunded.
- 13) No fighting or obscene language will be tolerated inside or outside the facility.
- 14) **Curfews must be strictly followed: Monday thru Sunday: 9:00 P.M.**
- 15) **\$30.00 fee** on all returned checks.
- 16) Maximum capacity: 76
- 17) No live bands allowed.

***PLEASE PICK UP THE KEY BY THURSDAY THE WEEK OF THE EVENT**

**COMMUNITY CENTER
USE OF FACILITY AGREEMENT:**

The agreed use of the facility shall be for the following function:

The date of use shall be: _____

The hours of use shall be: _____ to _____

The rental time includes set-up, function, and clean up time.

I, _____ will be held liable for person(s) attending this event. I will be present during the entire rental period and must be available to Park and/or Security staff. The Renter does hereby agree to hold harmless the City of Pleasant Grove and its elected officials and personnel against any claim, demand, loss, cost, damage, suits, actions, payments, or other expense resulting in or caused by personal injuries, death or property loss or damage from any occurrence or incident while in, on, or about the leased premises during the rental term described above. My signature on the line below verifies that I understand that I/we will hold to our end of this agreement and that my DEPOSIT of \$100.00 will not be refunded in the event that any damage occurs to the property or the premises.

Printed name of Individual _____

Address _____

Home # _____

Work # _____

Cell # _____

Signature _____