

# NORTH PARK PAVILION RENTAL AGREEMENT

## Renter Information

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Primary Phone \_\_\_\_\_ Secondary Phone \_\_\_\_\_

## Rental Information

Date Reserved \_\_\_\_\_

Beginning Time \_\_\_\_\_ am \_\_\_\_ pm Ending Time \_\_\_\_\_ am \_\_\_\_ pm

*Note: The beginning time cannot be earlier than 7:30am and the ending time cannot be later than 10pm.*

## Fee Schedule (Full amount due when making reservation)

_____ Security Deposit	\$100.00 (refunded if no damage to facilities)
_____ Cleaning Deposit	\$100.00 (refunded if facility is left as clean as found)
_____ Friday Rental	\$250.00
_____ Saturday Rental	\$350.00
_____ Sunday Rental	\$250.00
_____ Weekday/Night Rental	\$150.00
_____ Holiday Rental	\$350.00 (New Year, Easter, Memorial, July 4 <sup>th</sup> , Labor, Thanksgiving, Christmas)
_____ Fee for a Non-Profit Harbor Beach Organization	will be at the discretion of the City Council.

**Total** \_\_\_\_\_

**Alcohol Available** \_\_\_\_\_ Yes \_\_\_\_\_ No

I have received a copy of the North Park Enclosed Pavilion Rental Policy (#96-003), as approved on December 17, 2018, and have had an opportunity to have any questions regarding the rental policy answered to my satisfaction. I understand that I will be held responsible for any damages to the North Park Pavilion that occur during and/or are a result of my use of the pavilion. I also understand that the pavilion may not be available prior to the beginning time I have indicated or later than the ending time I have indicated due to other reservations.

Signature \_\_\_\_\_ Date \_\_\_\_\_

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## Office Use Only

Amount Received \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

## NORTH PARK ENCLOSED PAVILION RENTAL

The enclosed pavilion located in the center of North Park Campground is available for the use of individuals or groups for private gatherings, non-profit organizations for public meetings and social events. The North Park Pavilion can be rented under the following conditions:

1. The pavilion will be rented on a first-come, first-serve basis at the beginning of each calendar year. The person renting the pavilion must be at least 18 years of age.
2. The pavilion rental fee shall be set yearly by the Harbor Beach City Council. The rental fee must be paid in full at the time the reservation is made, no refunds will be given.
3. The individual(s) or group renting the pavilion may occupy the building only during normal staffed campground operating hours; unless a prior exception has been granted by the Parks and Recreation Director.
4. No admission fees may be charged by the individual or group renting the pavilion, without the prior approval of the Harbor Beach Parks and Recreation Commission.
5. Alcohol may not be sold at the facility. If alcohol will be allowed or made available the individual or group must indicate so on the pavilion rental agreement.
6. A Security Deposit of one hundred dollars (\$100) and a Cleaning Deposit of one hundred dollars (\$100) will be required to be paid at the time of reserving the pavilion. The pavilion must be left in a clean and undamaged condition after rental or the person who rented the pavilion will be billed for all cleaning and/or repair expenses. Any portion of deposit not used for cleaning or repairs will be returned to the person renting the pavilion. Park staff will inspect the facility prior to and immediately after the rental period.
7. The rental fee for the pavilion may be waived for local "Non-Profit" Organizations with the prior approval of the Harbor Beach City Council.
8. All individuals or groups using the pavilion must comply with all applicable Park Rules, City Ordinances and State and Federal laws.