

Park City Community Center
333 Teske Blvd Park City 60085

RENTAL APPLICATION AND AGREEMENT

Name of Renter: _____

Address of Renter: _____

Phone Number of Renter: _____

Date and time of Party: _____

Purpose of Party: _____

Approximate number of people attending(70 Max):_____

Community Center is available for rent daily between 12pm to 10pm

COST*:

Deposit fee: \$200.00

Rent all day: \$300.00

In the summer time tent and bouncy house are allowed.

Cancellation policy: Must cancel 48 hrs. before event for full refund, after 48 hrs \$50.00 will not be returned. Deposit will be returned within 7 days

***Renter will pay deposit and rental at time of application with cash or money order only (payable to "City of Park City").**

Equipment

- Tables and chairs will be provided. 12 / 6 ft. round tables, 70 chairs
- All amenities in the kitchen are available for use, except **stove top/ oven (the use which is prohibited).**
- Renter is allowed to bring stereo equipment for music. Bands or loud music are prohibited.
- All food must be prepared **off site.**
- No stove warmers.

Cleaning/maintenance

- Renter shall be responsible for the cleaning of the building and surrounding premises after the renter's use of the Community Center. The renter will leave the building as they found it, returning tables and chairs to their original location. The chairs should be placed against brick wall.

- Renter is responsible for any damages to the building, building equipment, and/or furniture that is used during the rental period.
- Vacuum / broom will be provided along with garbage bags that must be placed in the garbage can next to building at the end of the night.
- All leftover food must be removed/thrown away.
- The Community center must be cleaned by 10:00 P.M.

Alcohol

- Only beer and wine are permitted on the premises. Possession or use of hard Alcohol is prohibited on the premises.
- Renter may not sell or permit the sale of alcohol beverages on the premises. Use or consumption of alcohol beverages is permitted.
- **No outside drinking, drinking must be inside the Community Center only.**

Miscellaneous rules

- No pets are allowed inside building. Parking is permitted in parking lot of the Community Center building and parking spots by the park. No parking permitted in the area of the homes of the residents of Park City.
- Deposit will not be returned if rules are not followed.

Building is equipped with cameras inside and out.

A representative from the City will meet the renter on the day of the party to open the building and answer questions. If any of the above rules/regulations violated, or if there is any damage to the building, the renter will forfeit their \$200.00 deposit and any future opportunity to rent the Community Center. The City reserves the right to pursue renters for extensive damage beyond the \$200.00 deposit.

I agree to abide by the above rules/regulations.

Signature of Applicant: _____ Date: _____