

CITY OF BUSHNELL
APPLICATION FOR RENTAL OF COMMUNITY CENTER

Name of Applicant: _____ Date: _____

Mailing Address: _____
P.O. Box or Street City State Zip

Phone Number: (____) _____ Driver's Lic. No. _____

Organization Affiliation (If Any): _____

REQUEST RENTAL OF COMMUNITY CENTER LOCATED AT 407 E. Belt Ave. (Rental is for - 8 a.m. to 7 a.m.)

(Check One) City Resident/Business owner____ County____ Out of County____

Proof of Residency: Acct. No. _____ DL Address: _____

DATE OF RENTAL REQUEST: _____ ANTICIPATED ATTENDANCE: _____ persons

WILL PERSONS BE UNDER THE AGE OF 18? _____ Is this Public Use or Private Use _____ (note, Private use requires written guest list to be provided)

RENTAL PURPOSE: _____

Will admission be charged? _____ Will a donation be requested? _____

Note: Chaperones and/or police may be required during your rental period as per Section 17-41. Bushnell Code of Ordinances. A municipal police officer may enter the building at any time during the rental period to ensure that all rules and regulations are being observed. The officer has the right to terminate the rental if it is observed that rules and regulations are not being followed.

All applicants must be at least 18 years of age. Rental requests are determined on a first come, first serve basis. Rental period begins at 8:00 a.m. on the day of requested use through 7:00 a.m. on the following day, event period from 8:00 am to midnight. All deposits, rental fees, and/or taxes due shall be paid at the time of reservation. **Deposit will be refunded if the community center has been cleaned to the enforcement personnel's satisfaction. A Cleaning Standards form will be given to applicant.** Any person, group or organization requesting to cancel a reservation and receive a full refund of rental, deposit, and tax must request such refund and cancellation at least 5 days in advance of the requested rental date. Any request less than 5 days prior to the rental date will not be given a refund of rent, deposit, or tax.

Applicant acknowledges receiving a copy of the rules and regulations for recreational use. Applicant agrees to abide by all rules and regulations as adopted by City Council of the City of Bushnell. The undersigned agrees that all information provided on this application is true and agrees to be the **responsible party** for any and all activities that occur during the rental period and **agrees to indemnify the City of Bushnell against any and all claims of injury as a result of rental activity.** Undersigned also agrees/understands that they will forfeit their Deposit and possibly the ability to be approved for future use should the rules and regulations be broken. All deposit refunds and future rentals are dependent upon a satisfactory report by Public Works Department and Police Department following your rental.

Applicant/Responsible Party DATE (Copy of DL required)

- [] Please refund my deposit upon conclusion of rental.
- [] Please hold my deposit for future rental.

FOR OFFICE USE ONLY

APPLICATION HAS BEEN _____ APPROVED _____ DENIED DATE: _____

APPROVED BY: _____
CITY REPRESENTATIVE

IF DENIED, REASON FOR DENIAL _____

APPROVED BY: PUBLIC SAFETY DIRECTOR _____ **DATE:** _____

PAID:	RENT \$ _____	DEPOSIT \$ _____	TAX \$ _____
	OTHER _____	GRANTED/DENIED _____	DATE _____
	TOTAL REMITTED: \$ _____	RECEIPT NO. _____	

BUSHNELL COMMUNITY CENTER RULES & REGULATIONS

407 E BELT AVE, BUSHNELL FLORIDA
RENTAL PERIOD: 8:00 A.M. – 7:00 AM
EVENT PERIOD: 8:00 AM - MIDNIGHT

I. PERSONS OR GROUPS WHO MAY USE FACILITIES:

The granting of permission for the use of municipal parks, recreational facilities, **community buildings**, and/or other properties shall be restricted to responsible and recognized organizations and persons.

Any activity in which municipal parks, recreational facilities, **community buildings**, and/or other properties are utilized will be conducted according to law, and will conform to written policies and procedures. The City Manager, Public Works Director, Public Safety Director and/or their designee shall be enforcement personnel and is hereby empowered to enforce such rules and regulations governing the use of such municipal parks, recreational facilities, community buildings, and/or other properties.

II. COMMUNITY CENTER/BUILDING RENTAL REGULATIONS:

All applicants must be at least 18 years of age. Rental requests are determined on a first come, first serve basis. Rental period begins at 8:00 a.m. on the day of requested use through 7:00 a.m. on the following day; event period is from 8:00am to midnight. All deposits, rental fees, and/or taxes due shall be paid at the time of reservation. If an application has been submitted that requires authorization (request for fee waiver or police chaperone required). Any person, group or organization requesting to cancel a reservation and receive a full refund of rental, deposit and tax must request such refund and cancellation in writing at least 5 days in advance of the requested rental date. Written request must be executed by the applicant that applied for the use of same. Any request less than 5 days prior to the rental date will not be given a refund of rent or tax.

- CHILDREN UNDER THE AGE OF 6 YEARS OLD MUST BE ACCOMPANIED BY AN ADULT IN ANY AREA OF THE COMMUNITY BUILDING.
- PERMISSION FROM THE ENFORCEMENT PERSONNEL MUST BE OBTAINED FOR ANY EVENTS THAT REQUIRE ANY ADMISSION, DONATION FEE, OR PARKING FEE FROM THE PERSON(S) ATTENDING AN EVENT. - THE PARTY REQUESTING PERMISSION TO CHARGE ADMISSION, DONATION FEE, OR PARKING FEES FROM PERSONS ATTENDING SUCH AN EVENT MUST BE A CIVIC, NON-PROFIT, OR CHARITABLE ORGANIZATION. ALL OTHER PARTIES REQUESTING PERMISSION, NOT MEETING ONE OF THESE CATEGORIES, MUST HAVE A LOCAL COMMUNITY SERVICE ORGANIZATION BE DIRECTLY BENEFICIARY OF ANY ADMISSION OR DONATIONS RECEIVED FROM THE PUBLIC.
- **NO PERSONS SHALL USE, CARRY, OR POSSESS FIREARMS OF ANY DESCRIPTIONS, OR AIR RIFLES, SPRING GUNS, BOWS & ARROWS, SLINGS OR ANY OTHER FORMS OF WEAPONS**
- **NO PETS ALLOWED- WITH THE EXCEPTION TO INCLUDE PETS FOR ALL HANDICAPPED PERSONS**
- **NO PERSON SHALL USE ALCOHOL IN ANY FORM IN THE CENTER, NOR ENTER OR REMAIN THERE IN A STATE OF INTOXICATION OR UNDER THE INFLUENCE OF ILLEGAL DRUGS.**
- NO VEHICLE TRAFFIC IS ALLOWED OUTSIDE OF DESIGNATE TRAFFIC AREAS WITH THE EXCEPTIONS OF EMERGENCY, MUNICIPAL MAINTENANCE, OR DELIVERY VEHICLES, PROVIDED SAID DELIVERY VEHICLES VACATE THE AREA AFTER THE DELIVERY DROP OFF.
- NO PERSON SHALL HAVE IN THEIR POSSESSION, OR SET OFF OR OTHERWISE CAUSE TO EXPLODE OR DISCHARGE OR BURN, ANY FIRECRACKERS, TORPEDO, ROCKET, OR OTHER FIREWORKS OR EXPLOSIVES OF INFLAMMABLE MATERIAL.

I HAVE READ AND UNDERSTAND THE ABOVE RULES and REGULATIONS:

Applicant

Date