

# City of Middletown

## Marcie Willhite Park Part 2 of Facility Agreement

I have read and agree to the following. (Please check each box)

- No alcoholic beverages on the property.
- Smoking is prohibited on the property.
- Any individual or organization wanting to use said facilities shall sign a Facilities Use Agreement and agree to hold harmless, indemnify and agree to defend the City from any and all claims or whatever nature, which arise from the Renter's use of the premises.
- Any individual or organization using the city facility will be fully responsible for any damage caused by said use.
- No security is provided by the City of Middletown and it is Renter's sole responsibility to ensure the safety of all its attendees and guests.
- The premises will not be used for any illegal or immoral activity and must only be used for those purposes disclosed on the facility use agreement.
- Any individual or organization using the Marcie Willhite Park shall be fully responsible for any damage caused during the use of the facility.
- No nailing of anything on the premises.
- The clean up after event or meeting is the responsibility of the renter. Place all garbage in trash carts prior to leaving the area. Failure to clean up after use is grounds for forfeiture of the damage deposit. (Trash carts are located outside the building)
- The restrooms inside the building may be used. Lighting should be turned off prior to leaving the building. All doors shall be secured.
- Use and rental shall be on a first come, first served basis.
- The use of the Marcie Willhite Park must be limited to only those areas reserved (and only for the day and time) set out in the Facility Use Agreement.
- Any vendor providing equipment must provide proof of insurance to the City before they can bring rental equipment into the facility area.
- Proof of insurance is required by any renter who is an entity, profit or nonprofit. Insurance requirement may be waived at the option of the City for individual renters for limited time periods. Maximum insurance limits and requirements to be sufficient in the opinion of the City.
- The City of Middletown reserves the right to refuse use of the premises to anyone. The non-profit and community uses of the premises are preferred.

**Rental Fees Court Yard:**

- Fee to rent the Marcie Willhite Park and the use of the restrooms inside the building is \$150.
- For a community group not holding an event, but wanting to hold a meeting, of less than 3 hours, the fee shall be \$50.00. (This fee and deposit may be waived at option of the City of Middletown)
- Non-profit rate – Half of the regular fee
- A \$200 damage deposit is due at the time of the reservation. The rental deposit will be refunded if key is returned, Marcie Willhite Park and inside the facility are left clean and all garbage picked up and carried out of the area. (Trash carts are available outside of the building)
- Full payment is due two weeks before the event.
- Key to the facility may be picked up on the day of the event. (Note: if the event is on the weekend, please pick-up the key on Friday and return the key on the next business day. Middletown City Hall is closed on Saturday and Sunday and holidays.)

**Have Read and Agreed to the above policies:**

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**Authorized Signature**

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**Print Name**

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**Date**