FACILITY RENTAL FORM
WASHINGTON COUNTY RECREATION DEPARTMENT
POLICIES ADOPTED BY THE WASHINGTON COUNTY RECREATION COMMISSION

1. FACILITY AREA DESIRED _____

2. TIME & DATE REQUESTED _____ _____
TIME DATE

3. PERSON/ORGANIZATION REQUESTING USAGE _____

4. CONTACT PERSON _____

PHONE: _____ ADDRESS _____

5. APPROVED BY _____ DATE _____

6. DEPOSIT PAID BY RENTER _____

PAYMENTS FOR ALL FACILITY RENTALS SHOULD BE MADE IN CASH OR IN CHECKS MADE PAYABLE TO THE WASHINGTON COUNTY RECREATION DEPARTMENT.

RENTAL FEES:

SOFTBALL FIELD(S)	$75 PER FIELD/PER DAY
LIGHTING FOR FIELDS	$15 PER HOUR/PER FIELD **
PICNIC SHELTER	CALL OFFICE TO RESERVE – NO FEE.
COMMUNITY ROOM	$30 PER HOUR/$80 PER 4 HOURS/$160 PER 8 HOURS
GYMNASIUM(S)	$40 PER HOUR/PER COURT; $100 PER COURT/4 HOURS; $200 PER COURT/8 HOURS

IN ADDITION TO THE ABOVE CHARGES, A CHARGE OF $15 PER HOUR WILL BE CHARGED FOR A STAFF PERSON TO BE ON DUTY. COMMUNITY ROOM AND GYM RENTALS WILL REQUIRE A SECURITY OFFICER AND A STAFF PERSON TO BE PRESENT. THE FEE FOR THE SECURITY OFFICER IS $15 PER HOUR. DEPENDING ON THE NATURE OF THE ACTIVITY, THE RECREATION COMMISSION HAS THE RIGHT TO REQUIRE SECURITY OFFICERS AT CERTAIN EVENTS. THE NUMBER OF OFFICERS WILL DEPEND ON THE ACTIVITY. STAFFING AND SECURITY FEES WILL BE PAID BY THE RENTER AT THE CONCLUSION OF THE ACTIVITY.

THE RECREATION COMMISSION HAS THE RIGHT TO APPROVE OR REJECT ANY RENTAL REQUEST OR RESERVATION.

FACILITIES ARE NOT RESERVED UNTIL THIS AGREEMENT IS SIGNED AND DEPOSITS HAVE BEEN PAID.

I AGREE TO ABIDE BY THE RULES AND REGULATIONS SET UP BY THE WASHINGTON COUNTY RECREATION COMMISSION. THE RECREATION DEPARTMENT IS NOT LIABLE FOR ANY PERSON(S) OR INCIDENT(S) OCCURING WHILE RENTING/RESERVING FACILITIES AT KAOLIN PARK. I DO RELEASE THE WASHINGTON COUNTY RECREATION COMMISSION FROM ANY AND ALL CLAIMS OR INJURIES SUSTAINED.

_____
SIGNATURE OF RENTER

** THIS FEE REFERS TO TEAMS OR INDIVIDUAL WANTING TO RESERVE THE FIELDS FOR PRACTICES.