

# PARK SHELTER RENTAL AGREEMENT

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

DATE(S) SHELTER IS TO BE USED: \_\_\_\_\_

TIME SHELTER IS TO BE USED: \_\_\_\_\_

## Check Shelter to be used:

- Veterans North Shelter (Beside School)
- Veterans South Shelter (Before School)
- Sunset Park
- Wallace Park North Shelter
- Wallace Park South Shelter
- Henderson Park
- Lincoln Park
- Riverfront Gazebo & Area

In making the application the undersigned agrees that all the rules and regulations pertaining to the use of the City of Louisiana Park, as set forth by City of Louisiana, Missouri, are familiar to the applicant and he or she agrees to abide by all rules and regulations and that the same shall be adhered thereto.

The undersigned applicant accepts full responsibility for any mishaps or accidents that might occur while the premises are being used as provided herein, the use of the said facilities shall constitute an agreement to indemnify and hold harmless the City of Louisiana from any claim, demand or cause of action brought against the City of Louisiana as a result of an injury or injuries to persons or property.

Applications for reservations of park should be submitted up to six (6) months before use and are processed on a first-come, first service basis. Parks may be reserved for one (1) working day before an event to allow internal communications within the city.

Permittee agrees to keep all facilities used and the surrounding areas in a clean, neat and healthy condition at all times during use, and in addition shall restore the premises and surrounding areas to their original condition. In the event of a multi-day event, the area is to be kept clean at all times, and trash removed daily.

Permittee herewith deposits the cash sum of fifty dollars (\$50.00) as a security deposit to insure that the premises are kept clean and undamaged at all times during its use by Permittee. A designated city employee will inspect the shelter house and surrounding area to determine if the Permittee has complied with all rules and regulations as are attached hereto, specifically keeping the premises clean and free of trash and damage and also returns the premises to its original condition to be determined by the Park Department Superintendent or his designee within two (2) hours of the conclusion of the reservation period. After inspection, Twenty-five (\$25.00) of the deposit shall be refunded within 30 days. In the event a violation of any of the rules and regulations or disagreement, the security deposit shall be forfeited to the City of Louisiana and such shall not limit the City of Louisiana from collecting any other damages or charges from Permittee as may be necessary. In the event of cancellation due to acts of nature, the entire deposit of fifty dollars (\$50.00) will be refunded to the Permittee.

It is further agreed that there is no driving or parking within the City of Louisiana Parks at any time for any purpose.

It is expressly understood that the City of Louisiana may at any time withdraw the permission herein granted for any reason whatsoever and in the event said permission is withdrawn during the time of use, Permittee agrees to peaceably and immediately remove all persons from the premises.

The Park Department Supervisor or an employee designated by the Park Supervisor will post a reserved sign on the shelters with the Permittee's name and time of rental. In case of dispute the Louisiana Police Department will be called. A copy of the receipt for deposit will be asked for by Police Officer to determine proof of reservation.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Date of Deposit : \_\_\_\_\_ Received by: \_\_\_\_\_

# *Policy for City of Louisiana Park Reservations*

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1. Application can be made to the Office of the City Clerk to reserve a park or portion of a park, which is under the supervision of the City of Louisiana.
2. Applications for reservations of park should be submitted up to six (6) months before use and are processed on a first-come, first service basis. Parks may be reserved for one (1) working day before an event to allow internal communications within the city.
3. The applicant shall deposit the cash sum of fifty dollars (\$50.00) as a security deposit to insure that the premises are kept clean and undamaged at all times during its use by Permittee. A designated city employee will inspect the shelter house and surrounding area to determine if the Permittee has complied with all rules and regulations as are attached hereto, specifically keeping the premises clean and free of trash and damage and also returns the premises to its original condition to be determined by the Park Department Superintendent or his designee within two (2) hours of the conclusion of the reservation period. After inspection, Twenty-five (\$25.00) of the deposit shall be refunded within 30 days. In the event a violation of any of the rules and regulations or disagreement, the security deposit shall be forfeited to the City of Louisiana and such shall not limit the City of Louisiana from collecting any other damages or charges from Permittee as may be necessary. In the event of cancellation due to acts of nature, the entire deposit of fifty dollars (\$50.00) will be refunded to the Permittee.
4. The Mayor or Mayor's designee shall be responsible for approving or denying the application for park rental.
5. The applicant for park rental shall agree that all the rules and regulations pertaining to the use of the City of Louisiana Park, as set forth by the City of Louisiana, Missouri, are familiar to the applicant and he or she agrees to abide by all rules and regulations and that the same shall be adhered thereto.
6. The applicant shall accept full responsibility for any mishaps or accidents that might occur while the premises are being used as provided herein, the use of the said facilities shall constitute an agreement to indemnify and hold harmless the City of Louisiana from any claim, demand or cause of action brought against the City of Louisiana as a result of an injury or injuries to persons or property.
7. The applicant shall keep all facilities used and the surrounding areas in a clean, neat and healthy condition at all times during use, and in addition shall restore the premises and surrounding areas to their original condition. In the event of a multi-day event, the area is to be kept clean at all times, and trash removed daily.
8. There is no driving or parking within the City of Louisiana Parks at any time for any purpose, without expressed written permission from the Mayor or Mayor's designee .
9. The City of Louisiana may at any time withdraw the permission herein granted for any reason whatsoever and in the event said permission is withdrawn during the time of use, Permittee agrees to peaceably and immediately remove all persons from the premises.
10. The Park Department Supervisor or an employee designated by the Park Supervisor will post a reserved sign on the shelters with the Permittee's name and time of rental. In case of dispute the Louisiana Police Department will be called. A copy of the receipt for deposit will be asked for by Police Officer to determine proof of reservation.