

APPLICATION FOR USE OF CITY FACILITIES

Please Print

Organization: _____ Resident or Responsible Party: _____

Mailing Address: _____

Day Time Phone: _____ E-mail Address: _____ Fax : _____

Name of Rental Building, picnic unit, gazebo, or pavilion

Specific Purpose of Use/Description of Activity

Date(s) Requested: _____ Start/End Time of Use: _____

Estimated Number of Participants: Adults _____ Minors _____ Total _____

Open to the Public: Yes No Will alcohol be sold or given away? Yes No

Name and Address of Person Responsible For Reserving Facility

Day Phone: _____ Cell Phone: _____ E-Mail Address: _____

Signature of Applicant

Date

Remarks and Recommendation of Police Chief

Remarks and Recommendation of Parks Superintendent

Remarks and Recommendation of City Manager

Approved _____ Disapproved _____

Signature of Authorized Personnel

Date

*** If you rearrange the furniture, please return the furniture to its original place.
If any questions please feel free to contact David Danish, Parks Superintendent at 361/275-6282.
If no answer please leave a message.
Thank you for your cooperation.

ANNA KOCH PAVILION RENTAL AGREEMENT CONTRACT

Between the City Of Cuero and _____ for the Rental of
the Anna Koch Pavilion on _____ (Date of Function.

_____ will be responsible for obtaining the key for use on this date.

The renting party will be responsible for returning the building in which it was found.

The City Of Cuero will not be responsible for any items lost or stolen or any accident or injury occurring during the function.

Building fee: \$100.00 a day

Key fee: \$5.00 (will be refunded when key is returned)

Damage Deposit: \$50.00 (refunded upon approval of Park Superintendent)

TOTAL AMOUNT DUE \$ _____ DEPOSIT (50% of total)\$ _____

RECEIPT# _____ DATE: _____ BALANCE DUE \$ _____

Balance will be due in full before date of function. DEPOSIT IS NON REFUNDABLE IF CANCELLED.

I AGREE TO ALL THE ABOVE:

Renting Party

Address

Phone Number

CITY OF CUERO BY: _____

RULES AND REGULATION GOVERNING THE RENTAL AND USE OF ANNA KOCH PAVILION

1. All reservations for use of the Anna Koch Pavilion shall be made at the Cuero Municipal Pro Shop, Leonard Roy Harmon Drive, or by calling 361-275-3233.
2. The building fee for the Pavilion is \$100.00 a day.
3. In addition to rental, there is a key fee of -\$5.00 (refunded when the key is return).
Although the key must sometimes be picked up a day or two in advance , the facility can not be entered more than thirty minutes in advance of the beginning time listed on contract for decorating, set up, or any other purpose whatsoever.
4. In addition to rental, there is a \$50.00 damage deposit fee. The deposit will be refunded upon approval of Park Superintendent if no damage has occurred.
5. Reservation can be made one year to day in advance only. When reserving facility, renter must make deposit of 50% and the ending balance upon the day renter receives the key. The deposit is non refundable if cancelled.
6. No ALCOHOLIC BEVERAGES may be sold on the premises.
7. Chairs, tables, other furniture, and equipment, may not be moved from building, nor may they be loaned or rented for use off the premises in which located.
8. No nails, tacks, or staples shall be allowed in the walls or ceilings. Ceiling decorations may be suspended from the metal ceiling support so long as such decorations do not bend or impose undue strain on the metal supports. No stickers, tape, or paints of any kind shall be permitted on the floor and walls. No furniture, fixtures, or equipment moved into premises without the approval of the Parks Superintendent.
9. Each person reserving one of the facilities shall be required to enter into a written contract setting out the material terms of the rental agreement.
10. City reserves the right to cancel any reservation if any false information has been given in the application or contract or if the city determines that the scheduled function would be detrimental to the operation of the Municipal Park complex.
11. City shall not be liable for property loss or personal injury sustained by any lessee or lessee's agents, guest's or invitees as a result of the use of such City facility.
12. The renting party will be responsible for returning the building in the condition which it was found. (Tables and chairs must be put back in the manner in which it was found, If not the damage deposit will be kept to cover the cost of extra cleaning time to put back tables and chairs).
13. No one person or organization may reserve the building on more than six(6) Fridays and/or Saturdays in any twelve (12) consecutive calendar months.

14. If an unseen circumstance were to occur, renter will only get 50% of the total rental fee back. Renter must call when incident occurs for us to verify what happened. The number to call is 275-1422. For example power outage, plumbing problems, and ect.
15. Contract must be completely filled out with all information.
16. Pavilion, to include the fees to be collected.

I acknowledge and agree to follow the Rules and Regulations governing the rental use of the Anna Koch Pavilion, to include the fees to be collected.

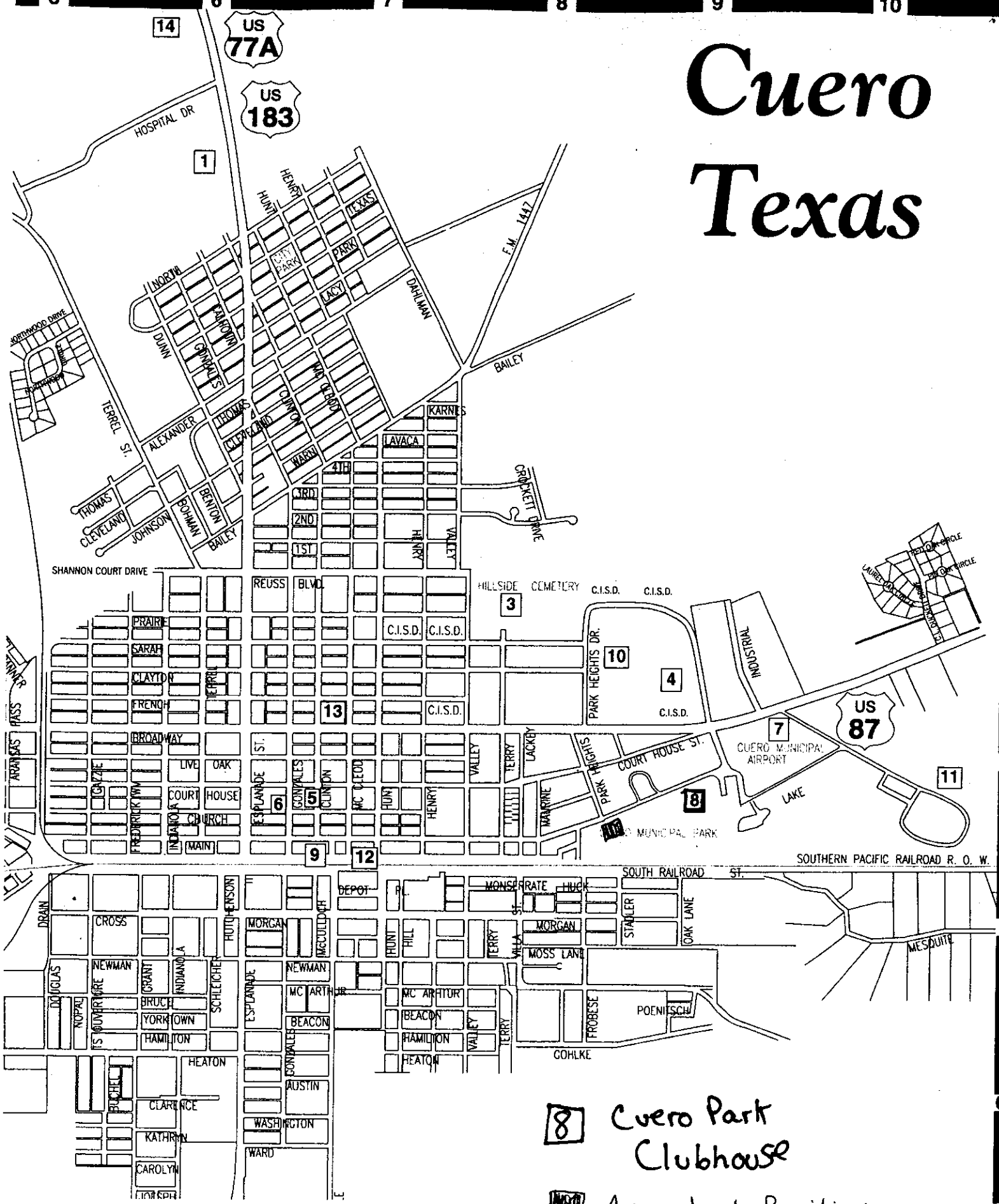
Renting Party

City of Cuero:

By: _____

RENTAL AGREEMENT CONTRACT ANNA KOCH
PAVILION NEW BUILDING NEXT TO LIONS PICNIC
UNIT

Cuero Texas



8 Cuero Park Clubhouse

10 Anna Koch Pavilion