

RENTAL AGREEMENT FORM

Renter Contact Information

Today's Date: _____ Staff Initials: _____

Name:	
Cell Phone:	Alt. Phone:

Event Information

Event Type:	Event Date:
Rental Time Block: _____ to _____	Number of Guests in Attendance:
Alcohol Present (Bluebonnet Hall and Pavilion Only) <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, hours alcohol present:
Facility Rented	Rental Fee Due By Noon __/__/__

Rental Fees

Deposit Return

Deposit(s)	\$
Rental Fee(s)	\$
Other	\$
TOTAL	\$

Name: _____

Mailing Address: _____

Amt. Withheld: _____ Reason for withholding: _____

Amount Refunded \$ _____ Department Approval: _____ Date: _____

I accept full responsibility for the above group while at the requested City of Navasota facility and agree to the charges as stated above. I agree, individually and as an agent for the Renting Party to, indemnify and hold the city harmless from any and all damages to City property and injuries to persons attending the event to be held at requested facility on date(s) of rental. I agree to comply with the Navasota Parks and Recreation Department Rental Policy and agree that I will ensure compliance with all rules, regulations, and ordinances applicable to the use of City of Navasota's parks and facilities.

Signature

Date

I have received and will thoroughly reviewed the Rules and Regulations, understand all of the information as it pertains to me, and agree to uphold all policies during my rental. I understand that failure to comply could result in forfeiture of all or a portion of my deposit.

Signature

Date

STAFF USE ONLY

<p style="text-align: center;">SECURITY REQUESTED FROM _____ TO _____ (4 hour min) *Must be completed at time of rental.*</p> <p style="text-align: center;">REASON (check all that apply): <input type="checkbox"/> Alcohol Present <input type="checkbox"/> Dance/Party for children or teens</p> <p style="text-align: center;"><input type="checkbox"/> Starts after 5P on Friday or Saturday <input type="checkbox"/> Ends after 9P</p> <p style="text-align: center;">Date Security Request Submitted To Navasota PD ____/____/____ Staff Initials _____</p>
