

FLORESVILLE



CITY FACILITY CONTRACT/RENTAL AGREEMENT

Name of Organization/Lessee: _____ Phone: _____

Address: _____ City: _____ Zip: _____

Facility Requested:

Beer Warehouse
Deposit \$50 / Rate \$300

Small Pavilion
Deposit \$50 / Rate \$75

Large Pavilion
Deposit \$50 / Rate \$150

Rental Date(s): _____ Type of Event: _____

Expected Attendance: _____ Will food be served? YES / NO Will alcohol be served? YES / NO

City facilities will be rented on a FIRST COME FIRST SERVE basis. ALL Rental Fees and Damage/Clean-Up deposits must be PAID IN FULL in order to secure a reservation of any facility. Payments must be made by Cash, Money Order or Credit Card. NO CHECKS will be accepted. THERE ARE NO REFUNDS OR CANCELATIONS.

It is the responsibility of the Lessee to pick up the keys to the facility rented during regular business hours.

Rules / Guidelines

- A contract MUST be completed in order to use any City Facility.
- City Staff will make inspections of the facilities to ensure all rules are adhered to.
- NO GLASS containers are permitted in the pavilion/park area at any time.
- All facilities MUST be cleaned before leaving in order to receive your deposit back.
- All tables and chairs MUST be wiped down and returned to their designated storage area.
- All trash needs to be bagged and placed in the dumpsters before leaving.

SHOULD ANY PROBLEMS OR SITUATIONS OCCUR, PLEASE CALL 830-581-1022 OR 830-581-9444.

BY SIGNING BELOW, I AGREE TO ALL TERMS IN THIS CONTRACT. THIS CONTRACT IS BETWEEN THE CITY OF FLORESVILLE AND THE LESSEE NAMED BELOW.

RENTAL RATE: _____ DEPOSIT: _____ RECEIVED: _____

Special Instructions:

Lessee Name: _____ Signature: _____ Date: _____

City Employee: _____ Signature: _____ Date: _____

Key Pick-Up (Sign & Date): _____ Key Returned (Sign & Date): _____

City Employee (Sign & Date): _____ City Employee (Sign & Date): _____