

**TOWN OF PATRICK
APPLICATION FOR RECREATION FACILITIES RESERVATION**

Recreation Building

Rental Rates

In Town: \$75.00
Out of Town: \$100.00
Cleaning Deposit* \$50.00

*A cleaning deposit is required by all interested parties to reserve the building. It will be returned by check to the address listed on this form after a cleaning inspection has been done by a Town of Patrick representative. Deposit must be made at the Town Hall to reserve the facility. Phone calls, Emails, or other communications will not hold the facility without a deposit.

Rental Information

Renter (Responsible Party):	
Address:	
City, State, Zip Code:	
Phone Number:	
Alternate Phone Number:	
Reason for Rental:	
Date of Rental:	
Time of Rental:	
Estimated Number of People:	

Please read the RULES FOR RECREATION BUILDING USE located on the back of this form before signing below.

As the responsible party for this rental, I agree to see that the facilities used are left in the same condition they were in prior to my use. I also agree not to hold the Town of Patrick responsible for any injuries sustained by me or others while using the facilities. I further agree to reimburse the Town of Patrick for any damages done by me or any member of my party to the grounds, buildings or equipment and to reimburse the Town of Patrick for lost or missing articles attributed to my function.

Signature: _____ Date: _____

Office Use Only:

Available:	Yes ()	No ()	Amount Received:	
Payment Method:	Cash		Check No.:	
Received by:				
Receipt No.:		Refund Available:	Yes ()	No ()
Date of Refund:		Refund Check No.:		

**TOWN OF PATRICK
APPLICATION FOR RECREATION FACILITIES RESERVATION**

RULES FOR RECREATION BUILDING USE

1. NO ALCOHOLIC BEVERAGES ARE ALLOWED IN BUILDING.
2. NO SMOKING IS ALLOWED INSIDE BUILDING.
3. THE BUILDING AND EQUIPMENT SHOULD BE LEFT AS CLEAN AND IN AS GOOD A CONDITION AS IT WAS FOUND.
4. ALL TRASH AND PERISHABLE FOODS SHALL BE REMOVED FROM THE BUILDING AFTER EACH USE OF THE FACILITY.
5. ALL SINKS, COUNTERS, COMMODE AND OTHER EQUIPMENT SHALL BE CLEANED AFTER EACH USE OF THE FACILITY.
6. NO CHAIRS, TABLES OR OTHER EQUIPMENT ARE TO BE REMOVED FROM THE FACILITY WITHOUT THE APPROVAL OF THE TOWN COUNCIL.
7. ANY DECORATIONS SHALL BE INSTALLED IN A MANNER THAT WILL NOT LEAVE HOLES IN THE STRUCTURE AND SUCH DECORATIONS AND HANGING DEVICES SHALL BE REMOVED AFTER USE.
8. RENT OF THE BUILDING DOES NOT INCLUDE THE USE OF TOWN SUPPLIES SUCH AS PAPER PLATES, CUPS, DISPOSABLE SILVERWARE, ETC.
9. THE BUILDING WILL BE INSPECTED AFTER EACH USE AND PRIOR TO THE NEXT USE. IF ANY OF THE ABOVE RULES DO NOT PASS INSPECTION, DEPOSIT WILL BE FORFEITED OR USE OF PRIVILEGES REVOKED.