

PICNIC SHELTER RENTAL APPLICATION AND AGREEMENT



CITY OF FIRCREST
115 Ramsdell St.
Fircrest, WA 98466
Phone: 253-238-4160
www.cityoffircrest.net
jgrover@cityoffircrest.net

PICNIC SHELTER RENTAL AGREEMENT (Updated 6.29.2021)



Edwards Family Aquatic Center
545 Contra Costa Ave
Fircrest, WA 98466
www.cityoffircrest.net

Phone: 253-238-4160

kgrover@cityoffircrest.net

Name of Organization: _____

Person in Charge: _____ Phone 1: _____ Phone 2: _____

Address: _____ City: _____ Zip: _____

E-mail: _____ Drivers License #: _____

Type of Activity: _____ Estimated Attendance: _____

The Picnic Shelters at Fircrest Park and Whittier Park are available to rent 7 days a week.

Rental Dates: _____

*Start Time _____ a.m./p.m. **Completion Time: _____ a.m./p.m.

NOTE: *Start time includes decoration/set-up time. You cannot enter the facility before your start time.
**Completion time includes clean-up time. Facilities must be cleaned and vacated by the completion time.

<u>Rental Rates</u>	<u>Resident</u>	<u>Non-Resident</u>
Fircrest Park	\$57	\$115
Whittier Park	\$115	\$212

RULES & REGULATIONS FOR PARK FACILITY USE

RESERVATION- Any group using various park facilities for outside purposes will be required to complete an application for use of facilities and to submit appropriate damage deposit and/or rental fees. Reservations will be confirmed upon receipt of application and appropriate fees. Reservations will be taken no more than one (1) year and no less than 5 working days prior to the event.

DAMAGE- The applicant shall be responsible for expenses incurred by the City in correcting, cleaning, repairing or replacing any facility or property of the City which was damaged in connection with the activity or event for which the facility was rented, regardless of who caused the damaged.

CANCELLATION- If the applicant fails to provide at least 10 working days notice, the entire rental fee shall be forfeited to the City. If 10 working days notice is given, a ten dollar (\$10) transaction fee will be forfeited.

ALCOHOL- Possession or consumption of alcoholic beverages on the City of Fircrest park grounds is prohibited.

INSURANCE- The applicant assumes the entire responsibility and liability for losses, damages, claims arising out of injury or damages to the applicant's displays, equipment and other property brought upon the premises of the City and shall indemnify and hold harmless the City, agents, and employees from any and all such losses, damages and claims. For your protection, the City of Fircrest recommends that all park renters obtain liability insurance while using City property to indemnify against loss resulting from bodily injury and/or property damage. A copy of the insurance certificate should be filed with the City. Your personal insurance agent can assist you in obtaining this insurance.

CLEAN-UP POLICY- Applicant must leave the park/facility in satisfactory condition (clean and free of damage). All litter and garbage must be disposed of properly.

RESIDENCY - Applicant must provide proof that they are a City of Fircrest resident in order to receive the resident rate. Proof of residency can include a valid driver's license, recent utility bill or approved RecDesk Account.

DISCLOSURE - Applicant must disclose at time of submittal of application all special equipment being brought into the park for use during rental. Items NOT ALLOWED include the following but are not limited to: generators, dunk tanks, motor powered vehicles (gas or electric), trailers, stages, amplified (loud) speakers, megaphones or concessions. No solicitation or sales of any kind can be made on the City park grounds without permission of the Parks & Recreation Director or designee of the Fircrest Parks & Recreation Department. The City of Fircrest reserves the right to immediately terminate this agreement, and the applicant agrees to immediately vacate the premises upon notice of termination for failure to adhere to the rules and regulations set forth.

Rental Conditions

Please initial each of the following items to acknowledge that you have read and agree with the information.

_____ I understand that this document serves an agreement for rental and/or usage. I understand that a Rental Agreement contract must be completed and confirmed by the Fircrest Recreation Department and all deposits must be paid in addition to the Rental Agreement contract for confirmation of a rental.

_____ I understand that my requested rental start-time and end-time includes all set-ups and clean-up. I understand that I will not have access to a facility before or after my requested and confirmed start-time and end-time. Failure to exit facility at confirmed end time will result in quarterly rate of \$50 per 15 min.

_____ I understand that time and date changes will be accepted in writing, a minimum of 30 days prior to the event, subject to facility and City Staff availability. Additional rental time must be paid at the time of request.

_____ I understand that I, the applicant, must be at least 21 years of age and be present throughout the entire rental period. The applicant must be in constant contact with the Facility Supervisor.

_____ I understand there will be NO SMOKING ON PARK PREMESIS OR IN ANY CITY BUILDING OR WITHIN 25 FEET OF ANY BUILDING ENTRANCE.

_____ I understand that I must uphold Washington State Law and that all minors must have adequate and constant adult supervision.

_____ I understand the City of Fircrest has permission to restrict/limit use of sound equipment in compliance with city noise ordinance codes.

_____ I understand this is a residential area and my event must respect the community.

_____ I understand all rented facilities, bathrooms, hallways, common areas and parking lots must be cleaned and in the same condition as when you arrived per the Facility Cleaning Sheet.

_____ I understand that garbage, debris, and recyclables are picked up from inside and outside the facility at the time my rental is over.

_____ I understand that all furnishings are returned to their original location including chairs, tables, trash cans, etc...

_____ I understand that personal belongings are removed from the facility

I, _____ have read the above conditions for renting a City of Fircrest Facility. I agree to uphold these conditions and understand that failure to comply with any of these requirements may result in termination of the rental agreement, vacating the premises, forfeiture of deposits, and/or rental fees. In the case of damage or cleaning issues, additional charges may be assessed as well.

FOR OFFICE USE ONLY:

Picnic Shelter _____ Type of Rental Rate (circle one): Resident / Non-Resident / Non-Profit

Rental Rate \$ _____ = Due \$ _____ Non Resident Deposit \$100.00 Total Due \$ _____

Approval by: _____ Date Confirmed: _____ Receipt Number: _____ Date Paid _____

ACKNOWLEDGEMENT



The undersigned applicant agrees to abide by all rules, regulations, and policies of the City of Fircrest regarding the use of facilities or equipment to be used as hereinafter described. The undersigned does further agree to hold harmless and indemnify the City of Fircrest from any and all claims of negligence – including death, losses, damages, actions, causes of actions and liabilities of any kind or nature whatsoever which are directly or indirectly related to the use of the facilities or equipment described herein by the undersigned and any guests, friends, or invitee’s which result in injury or loss of property to any person using the facilities or equipment herein described. The undersigned does further waive any and all claims of negligence – including death, losses, damages, or liabilities related to the condition of the premises or equipment to be used and may be asked to carry liability insurance in an amount approved by the City of Fircrest, adding the City of Fircrest as an additional insured. The undersigned agrees to handle, respond to, investigate and defend, at its sole expense, any claim or alleged claim made against the City of Fircrest, its, employees, officials, officers, agents, or agents’ employees, arising out of the conduct of the undersigned’s operations and/or use of the premises. The undersigned shall bear all other costs and expenses related thereto. The undersigned does further agree this agreement may be canceled upon twenty-four (24) hours notice by the City of Fircrest, and further agrees to be bound by any existing rules, regulations, or policies adopted by the City of Fircrest which may be changed, altered, or added at any time.

By signing this agreement, YOU ARE ASSUMING FULL RESPONSIBILITY FOR THIS RENTAL AND THE REQUIREMENTS WITHIN THIS DOCUMENT. A violation could subject the violator to criminal prosecution, immediate cancellation of the event and render the applicant ineligible for future events.

Name of Organization or Group _____

Person in Charge _____

Signature of Person in Charge _____

Address _____

Home Phone / Alternate Phone _____

Email Address _____

Instructions for completion: After filling out rental application you may email application to jgrover@cityoffircrest.net. You may also hand deliver the application to Fircrest City Hall, 115 Ramsdell Street, Fircrest WA, 98466.

We will contact you within 2 business days regarding the rental dates, availability, and payment.