



Fayette County Application for Use or Rental of Facilities

Organization _____ Applicant Name _____

Address _____ Phone _____

Building/Property Requested _____ Room/Location _____

Dates & Times Requested _____

(1st - 3rd)

Anticipated Attendance: _____ Admission Price (if any) _____

Comprehensive General Liability Insurance Limits (if applicable) _____

Describe Even in Detail (List any special equipment that will be brought on site)

User agrees to indemnify and hold the County, and its officers, agents and employees harmless from any and all liability, damages, actions, claims, demands, expense judgments, fees and costs of whatever kind or character arising from, by reason of, or in connection with the use of the facilities described herein. It is the intention of the parties that the County, and its officers, agents and employees shall not be responsible for injury, damage, liability, loss or expense resulting to the user and those it brings onto the premises. User expressly assumes full responsibility for any and all damages and injuries, which may result to any person or property by reason of or in connection with the use of the facilities pursuant to this agreement, and agrees to pay the County for all damages caused to facilities resulting from user's activities.

Applicant's Signature _____ Date _____

Return this page to County Administrator

COUNTY APPLICATION FOR COMMUNITY USE OF BUILDINGS, EQUIPMENT AND GROUNDS

INSTRUCTIONS:

1. All information must be furnished before application can be processed.
2. Fees for all known services and/or rental must be paid when filing application.
3. Make check payable to County of Fayette.
4. Application must be filed with the County not less than ten (10) working days before intended use.

Organization _____ Location Requested _____

Address _____ Date Application Filed _____

Contact Person _____ Office Phone _____

(Present Duration of Rental)

Address _____ Home Phone _____

Date(s)/Time(s) of Activity _____

Type of Activity _____

Special Equipment Desired: _____

Names of Performing Groups (if not your group) _____

Admission Charges (if none, so indicate) Adult \$ _____ Couple \$ _____ Children \$ _____

Approved _____ Disapproved _____

The undersigned and the above-named organization, jointly and severally, agree to be responsible for the terms of this agreement, including the payment of all fees, expenses, damages to premises and further agree to indemnify and hold Fayette County, its agents, servant, and employees harmless from any legal liability, injury or damage to any person or property in connection with the use of the County property. The undersigned certifies that he/she has read and understands the rules and regulations of the Fayette County for Community Use of County Property and that such rules and regulations will be enforced. The undersigned further acknowledges that the fees shown are estimated fees and that they are responsible for any changes that may be accessed due to the actual use of facilities, equipment, and personnel. If a certificate of insurance is required, the County must be named as an additional insured.

Name of Group/Organization	Signature of Contact Person	Position	Date
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Certificate of Insurance Attached Yes/No **I. Facility Rental Rate** _____ **X** _____ **Hours = Total** _____

County Named Add'l Insured Yes/No **II. Personnel Fee(s)**

Expiration Date _____	Total Hours	Hourly Rate	Total Hours	Overtime Rate	TOTAL
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Following the activity, a facility/ground inspection will occur. The renter is responsible for any damage or vandalism that did occur the duration of the activity.

Supervision	_____ x _____	_____ x _____	\$ _____
Custodial	_____ x _____	_____ x _____	\$ _____
Security	_____ x _____	_____ x _____	\$ _____
Technician	_____ x _____	_____ x _____	\$ _____
Other (Specify)	_____ x _____	_____ x _____	\$ _____
*FICA TAXES			\$ _____
Estimated Total			\$ _____
Payment Received			\$ _____
Balance			\$ _____

Approved BY: _____

Approved BY: _____

CONDITIONS OF USE/RENTAL OF FACILITIES

1. The County of Fayette shall determine suitability of activity, availability of space and group classification. Charges shall be determined according to the schedule of fees approved by the County. A deposit shall be submitted with the contract when payment for use is required.
2. Certificates of Insurance may be requested and shall be provided no later than 7 days prior to the scheduled activity. Limits of liability requirements will be determined by the County and will be based on the hazard of the activity.
3. The County of Fayette reserves the right to interrupt any contract for space should an emergency arise. In such an event, every effort will be made to provide temporary substitute space.
4. The organization/person using shall be responsible for the conduct of the persons present and for damage, loss, disappearance or breakage of County property during the use/rental period.
5. The County of Fayette and its employees shall not be held responsible for any damage to property or loss of material brought onto County property, nor shall any of them be held responsible for injuries to anyone, which may occur on County property as a result of activity.
6. Alcohol and illegal drug use shall not be permitted on the premises.
7. The County of Fayette reserves the right to determine the need for parking lot attendants, police and/or custodial service. The organization will be billed for these additional services.
8. All park rules shall be adhered to at all times.
9. The County of Fayette may at any time deny or refuse to grant any application or cancel, without liability, any Use/Rental Contract whenever the use, in reasonable judgment if the County presents or may present a clear and present danger to persons or property, or may be in violation of or contrary to applicable federal, state, or local law or ordinance.

This document must be reviewed and approved by the county's counsel; further, specific on requirements for facility users will vary, and the county should enact any changes to this form to fit its needs prior to implementation.

Retain this page for your records