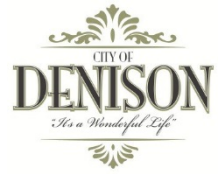


# PARK SHELTER HOUSE RENTAL POLICY



## CONFIRMATION & PAYMENT:

City Hall accepts reservations at any time, however, reservations will not be held until the deposit is paid and the application is completed. In case of cancellations, notify City Hall.

- **Rental fee (non-refundable):** \$20.00 per day - 6:00 a.m. to 10:30 p.m.
- **Damage/Cleaning Deposit Fee:** \$50.00 refunded after date of use if all is found in acceptable condition.
- **Cancellation:** The deposit will be refunded in full if the cancellation is more than 14-days prior to the event or the deposit fee will be forfeited.

## FACILITY USE & CLEANING:

Your rental begins at 6:00 a.m. and ends at 10:30 p.m. You **CANNOT** setup the night before, unless you have also paid for that day. You need to have all cleanup done, lights out, and be out of the park by 10:30 p.m.

- The damage/cleaning deposit fee will be reimbursed to you provided the following requirements are met:
  - Wipe off all tables and counters.
  - Sweep floors and clean up any spills.
  - Place trash in proper receptacles.
  - No garage sale items are to be left in the parks.
  - Check restrooms for messes.
  - Pick up any trash outside the building and on the playground.
  - Turn out lights, lock doors, and return key to City Hall by the next business day after noon (12 p.m.).
  - No kegs are allowed.
  - No smoking in the facility.
  - **City Ordinance does not allow for garage sale signs to be posted on any City or State sign posts, utility poles, City Right-of-Way, or four-legged intersection signs.**
- Report any problems to City Hall by calling 712-263-3143, before the following morning and leave a message

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## Park Shelter House Rental Application

**SHELTER (circle):** MORNINGSIDE | UNION      **DATE(S) SHELTER REQUESTED:** \_\_\_\_\_

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

I have read the Denison Park Shelter House Rental Policy above and agree to the terms stated therein. I agree to be responsible for any damage done to the buildings while it is being used by me or my party, and to the fullest extent of the law, I agree to defend, pay in behalf of, and hold harmless the City of Denison against any and all claims, demands, suits, losses, including all cost connected therewith, for any damage which may be asserted, claimed or recovered against or from the City of Denison, its elected and appointed officials, and employees, by reason of personal injury, including bodily injury and death; and/or property damage, including loss of thereof, which arises out of the alleged negligence of the renting party and/or in any way connected or associated with this agreement.

Signature of Renter: \_\_\_\_\_ Date: \_\_\_\_\_

City Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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### OFFICE USE ONLY

Deposit:  Cash  Check # \_\_\_\_\_  Rental (\$ \_\_\_\_\_):  Cash  Check # \_\_\_\_\_

Deposit refunded date: \_\_\_\_\_ Check # \_\_\_\_\_