

PARK PAVILION - MESSAGE BOARD RESERVATION FORM

ARGOS PARK & RECREATION DEPARTMENT

201 W. Walnut St., Argos, IN 46501

574-892-5717

Reservation Issued for the _____ Pavilion/Message Board

Reservation Date: _____ Phone # _____

Contact Name: _____

Address: _____ City/State: _____

Pavilion Sign Information: _____

Message Board Information: _____

REFUND POLICY: SALES TAX IS NON-REFUNDABLE. There is a 50% cancellation fee for all cancelled reservations.

RULES / RESPONSIBILITIES OF PAVILION RENTAL:

The renter does hereby agree, on behalf of yourself and/or the organization which he represents to defend and hold the Town of Argos, the Argos Parks & Recreation Department and all employees thereof harmless from all acts committed by yourself and/or your guests during the term of this rental/reservation agreement and does hereby waive as to the Town of Argos, the Argos Parks & Recreation Department and the employees thereof, any claim for liability or damage resulting from any injury whatsoever as to person or property arising from participation in this rental/reservation agreement and the use of the facilities provided.

This rental/reservation contract does not guarantee electricity in pavilions. At least four (4) tables eight (8) and/or fifteen (15) feet) should be at the pavilion depending upon pavilion size (no guarantee). If special preparations are necessary, requests should be made at least two (2) weeks in advance at cost to the renter.

The Park & Recreation Department reserves the right to refuse groups that are too large for our areas or have violated Park Regulations in the past.

ALCOHOLIC BEVERAGES AND TOBACCO PRODUCTS ARE PROHIBITED.

FAILURE TO OBSERVE Park & Recreation Department Rules, falsification of information and/or leaving area in an unkempt manner, may jeopardize future permits.

- Park areas are closed from 10:00 PM until sunrise.
- Fires are permitted in grills only and only charcoal is allowed.
- Park vehicles in designated areas ONLY!

I/we agree to the above terms and acknowledge that failure to comply with all terms of the rental agreement as set forth will result in the forfeit of all deposits and may result in denial of future use of pavilion facilities as deemed appropriate by the Argos Parks and Recreation Board.

SIGNATURE OF RENTER/RESERVER: _____

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Total Fee Paid w/tax: _____ Receipt #: _____ Date: _____ Reserve Card Done: _____

2023-Park-01

A RESOLUTION ESTABLISHING

PAVILION RENTAL/RESERVATION FEES FOR

ARGOS COMMUNITY PARKS & RECREATION'S PROPERTIES

Section 1 Be it resolved by the Park & Recreation Board of the Town of Argos that the following fee schedule was established for pavilion rental/reservation at Argos Community Park, Memorial Park, Foker Park and Nickle Plate Square.

Section 2 That the fee schedule is as follows: Prices includes Sales Tax

<u>Argos Community Park</u>	\$53.50	Hayn Pavilion
	\$107.00	West Pavilion
	\$53.50	North or South Pavilion
	\$26.75	Kitchen(must rent North Pavilion)
	\$37.45	Basketball Court Pavilion
	\$26.75	1-Message on Sign per day (subject to approval)
<u>Memorial Park:</u>	\$37.45	Jaycee Pavilion
<u>William L Foker Park:</u>	\$42.80	Pavilion or Gazebo
<u>Nickle Plate Square:</u>	\$133.75	Depot Building

Section 3 That payment of above fee is to rent/reserve that particular pavilion/unit for a particular day which will guarantee use of said pavilion/unit on the date requested providing the requested has not already been rented/reserved. There is a 50% cancellation fee for all cancelled reservations.

Section 4 There will be a \$250 refundable deposit for the Depot Building and a \$75 nonrefundable cleaning fee for same building due at time of reservation. Once the rental dates have passed and no damage is found the deposit will be refunded by the Clerk Treasurer. Total amount due at reservation of depot building is \$458.75. There is a \$50 alcohol permit fee for Depot building. Must have security if serving alcohol on Nickle Plate Square property. Must provide proof of alcohol permit if required by state law. Rental/event on property can't go past midnight. No additional chairs or tables will be provided by Park. Tables currently in the depot are not moved without prior approval.

Section 5 The payment for the reservation will be made at the Clerk Treasurers Office when reservation is made.

Section 6 This Resolution shall become effective on the 16th day of February 2023 and remain in full force and effect from this date forward unless rescinded or amended by resolution.

Section 7 Failure to return any key issues will result in a \$100.00 replacement key charge.

APPROVED AND ACCEPTED BY THE ARGOS PARKS AND RECREATION BOARD, DATED THIS 16TH DAY OF FEBRUARY 2023.

Mark P. Dean, President Young M. DeWitt, Vice-President
Valerie J. Hanley, Member [Signature], Member
_____, Member