PLEASANT GROVE RECREATION
FACILITY RENTAL AGREEMENT

Facility: _____ **Activity:** _____ **# of People Expected:** _____

(If over 100 people, a special event permit required)

Name: _____ **Organization:** _____

Cell Phone: _____ **E-Mail:** _____

Address: _____

Date(s) Requested: _____ **Time Period:** _____

	Resident	Non-Resident	Commercial*	Deposit
Classrooms 5/6	$40/Hour	$60/Hour	$80/Hour	$150
Multi-Purpose	$45/Hour	$65/Hour	$85/Hour	$150
Gym 1, 2 or 3	$80/Hour	$100/Hour	$200/Hour	$300
Gym 2 & 3	$150/Hour	$170/Hour	$200/Hour	$400
Pickleball Court – Discovery Park (outdoor)	$10/Hour	$15/Hour	$20/Hour	$150
Tennis Courts	$10/Hour	$15/Hour	$20/Hour	$150

City Council Approval & Business License and Permits required for commercial rentals

Deposit Amount: _____

Rental Fee: _____ x Hours: _____ = _____

Staffing Fee (If after hours): _____ x Hours: _____ = _____

Total Amount Paid: _____ Date: _____ Employee Signature: _____

Deposit Refunded: _____ Date Refunded: _____ Receipt # _____

Deposit Refund Received By: _____

General Information

Fees must be paid in full at the time reservation is made. All facilities should be left clean and in the same condition as when you arrived. Curfew for the parks is 10:30 p.m. Pavilions should be cleaned and vacated by the curfew time. Commercial rentals require City Council approval at a scheduled City Council meeting before the contract and rental is complete. No athletic or special events scheduled on Sunday. Fires must be contained in barbeque areas provided. Alcoholic beverages are prohibited in all facilities. Please report any vandalism to the Recreation Department at (801) 785-6172 or Pleasant Grove Police at (801) 794-3970. If you have any problems with your reservation, please call the Recreation Department at (801) 785-6172.

Waiver—Rules and regulations for use of facilities

I/We waive all claims for liability against Pleasant Grove City, its officers, employees, and agents.
I/We assume all risk for damage, injury and loss while engaged in activities at the facility listed. I/We will also abide by the policies and City Ordinances governing the use of the facility listed. I/We shall accept responsibility for any damage to facility and equipment caused by the occupancy and use of facility. Commercial rentals shall have comprehensive personal liability and property damage insurance in amounts not less than $250,000 for any one person in any single incident, $1,000,000 for injuries to more than one person and $100,000 for property damage. Commercial rentals must have an umbrella or aggregate coverage of $5,000,000. Renter certifies that the required insurance has been obtained in the required amounts.

In the case of a cancellation within two (2) weeks of the reservation, the refundable deposit will be forfeited.
Security deposit will be mailed to the reserving party within 10-15 business days following the reservation.

Signature: _____ Date: _____

Recreation Manager Approval: _____ Date: _____

PLEASANT GROVE RECREATION
Rules and regulations for use of facilities

1. **All applications from organizations or groups for the use of facilities shall be made on official forms provided by Pleasant Grove Recreation.**
2. **Applications may not be accepted less than ten (14) working days in advance of the time facility is desired.**
3. **All requests shall be denied where the proposed use is inconsistent with the proper and regular use of facilities or where the purpose is deemed to be dangerous, illegal, immoral, or injurious.**
4. **Use of city property shall be under the supervision and control of a duly authorized representative of the Pleasant Grove Recreation Department. The organization using the facility shall follow the direction given by the city representative. The organization shall enforce these rules and regulations and report any violations to the city representative.**
5. **The city representative shall open the facility upon presentation of a permit properly issued and signed.**
6. **All vehicles shall be parked in authorized spaces only. Vehicles parked illegally may be cited and/or towed at the owner's expense.**
7. **All permits shall be issued for specific facilities and for specific hours. The organization using the facility shall be responsible for seeing that unauthorized portions of the facility are not used or molested and that the premises are vacated as scheduled.**
8. **All juvenile organizations or groups seeking use must have adult supervision and sponsorship. A minimum of one (1) adult chaperone per twenty (20) juveniles shall be required. When security is required, costs shall be the responsibility of the organization making the application.**
9. **The organization or group using the facility shall be responsible for seeing that city property is protected from damage and mistreatment and that ordinary precautions for cleanliness is maintained. The organization shall be responsible for the condition in which they leave the facility. In cases where property has been damaged or abused beyond normal wear, the organization or group shall pay for the damage or abuse.**
10. **No commercial, athletic, or special events will be scheduled on Sundays.**
11. **Intoxicants of any type are prohibited. Smoking is prohibited.**
12. **Gambling is prohibited.**
13. **Animals are prohibited (except for licensed service animals)**
14. **Decorations must be approved prior to installation. Decorations shall be attached to existing hardware which has been installed for this purpose. Decorations shall be removed immediately after the event.**
15. **Set up and clean up is part of scheduled time.**
16. **If there is a failure to comply with any of these rules and regulations or any city ordinances by the organization applying for or using the facility or by anyone present at the event or activity sponsored by the organization or group. The city representative has the authority to stop the activity and require any or all the participants to leave the facility and surrounding property. If any organization or individual is required to leave the facility for any violation of the city ordinance or these rules and regulations, no refunds shall be given by the city.**
17. **Commercial rentals shall have comprehensive personal liability and property damage insurance in amounts not less than $250,000 for any one person in any single incident, $1,000,000 for injuries to more than one person and $100,000 for property damage. Commercial rentals must have an umbrella or aggregate coverage of $5,000,000.**
18. **Commercial rentals (over 500 people) must have City Council approval at a scheduled city council meeting before the contract and rental is complete.**
19. **Commercial rental must obtain all business licenses, permits and Pleasant Grove police security and ambulance when required.**
20. **A deposit must be at the time of the reservation. When the room is clean, and tables and chairs are put away, you may notify the front desk to do a final walk through and request a deposit refund.**
21. **The tables and chairs used for the event must be put up as well as taken down by the person in charge of the activity.**
22. **If a facility is reserved after hours, each hour has an additional $40.00 fee.**

Signature:_____ **Date:**_____