



# City of Bay Minette

## Douglasville School of Art & Recreation Banquet Room

1001 Shedrick Hardy Pkwy Bay Minette AL 36507 ·  
(251) 580-1619

Total Cost:	_____
Date Paid:	_____
Payment Type:	
	<input type="checkbox"/> Cash
	<input type="checkbox"/> Credit Card
	<input type="checkbox"/> Check – No.: _____

Name: \_\_\_\_\_ Application Date: \_\_\_\_\_

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

Phone No.: \_\_\_\_\_ Email: \_\_\_\_\_

Event Date(s): \_\_\_\_\_ Time(s): \_\_\_\_\_

\*Banquet Room reservation is determined by availability- Submission of the rental contract and appropriate fee to reserve the banquet room is considered a complete application.

### Type of Event:

Birthday Party

Wedding

Reunion or Rally

Other Event\*

### Rental Fee: \$150 with a \$50 deposit\*-

\*The deposit will be returned after a city employee has determined there is no damage to the facility.

**Deposit Paid Date:** \_\_\_\_\_

**Amount Paid:** \_\_\_\_\_

**Amount Owed:** \_\_\_\_\_

Based on this agreement and the LESSEE'S commitment to faithfully perform all its terms, the CITY hereby leases to the LESSEE the Douglasville Banquet Room to be used for the purpose of:

And for no other purpose whatsoever without a written consent to the City for the term thereof:

### Rules:

- All posted rules apply during your rental of the banquet room.
- The Renter is responsible for any damage done to the banquet room during or as a result of their event.
- The Renter is responsible for cleanup of all trash produced by their party or event. Before vacating the premises, it is the renter's responsibility to place all trash in the proper containers (trash must be picked up and placed in the garbage cans outside the banquet room)
- The kitchen and facility must be restored back to pre-rental conditions..

**Alcoholic beverages, smoking and tobacco products are PROHIBITED on this campus.**

If you experience any problems during or after normal business hours, please contact the City of Bay Minette Police Department at (251) 580-2559.

### IDEMNITY, HOLD HARMLESS AND RESPONSIBILITY AGREEMENT

In consideration of the permission granted to me by the City of Bay Minette to use the parks, I hereby indemnify and hold harmless the City of Bay Minette, its agents, servants and employees from any and all causes of action that may rise from injury to me or third parties using the parks who are injured or suffer property damage that is in any way caused by my use of the parks. This indemnity and hold harmless agreement is given to the City of Bay Minette to protect the City and its agents, servants and employees from the cost of defense and claims for injuries and damages that may be caused either directly or indirectly by my use of the parks.

I understand that as the renter I am fully responsible for ensuring the rules are followed by those attending my event. I also understand that the cost of any damages or excessive cleanup as a result of my event will be invoiced to me by the City of Bay Minette. I will be fully responsible for payment of that invoice and will not be allowed to rent any City facility until that invoice is paid in full.

\_\_\_\_\_  
Signature of Renter

\_\_\_\_\_  
Signature of City Representative