

TOWN OF HOOKERTON
PICNIC SHELTER AND BASEBALL FIELD RENTAL APPLICATION
DAYTIME RENTAL

TODAY'S DATE: _____

NAME: _____

ADDRESS: _____

PHONE NUMBERS: (HOME) _____ (WORK) _____

DATE OF PICNIC SHELTER AND BASEBALL FIELD USE: _____

PURPOSE OF PICNIC SHELTER AND BASEBALL FIELD USE: _____

NUMBER OF PEOPLE EXPECTED: _____

FEES: CLEANING DEPOSIT \$150.00 AND \$75.00 PER DAY RENTAL FEE. THESE ARE DAYTIME RENTAL FEES AND IT MUST BE PAID IN FULL BEFORE WE CAN RESERVE THE DATE ON THE CALENDAR. THE TOWN GOVERNING BODY RESERVES THE RIGHT TO CLOSE DOWN ANY FUNCTION THAT DOES NOT ABIDE BY THE RULES.

*DEPOSIT AND PARK RENTAL FEES MUST BE PAID IN FULL AT THE TIME THE PARK APPLICATION IS SUBMITTED.

AS RENTER, I UNDERSTAND AND AGREE TO ABIDE BY THE PARK RENTAL POLICIES SET UP BY THE TOWN OF HOOKERTON.

SIGNATURE: _____ DATE: _____

(The following is to be completed by STAFF ONLY)

Fee Total for Picnic Shelter and Baseball Field is \$150.00 Deposit and \$75.00 a day Rental.

Date Paid: _____

Does Renter qualify for a refund of their deposit? _____ Yes _____ No

If Yes, specify Refund Amount: _____

Deductions from Deposit Refund if applicable. (See deduction schedule on back of form)

TOWN OF HOOKERTON
PICNIC SHELTER AND BASEBALL FIELDS RENTAL POLICY

POLICIES FOR PICNIC SHELTER AND BASEBALL FIELD:

The picnic shelter and Baseball Field Rental Application must be signed, and Fee Totals paid before your Rental Request will be placed on our Rental calendar.

There will be a charge of \$25.00 for all returned checks. THERE WILL BE NO EXCEPTIONS!!!

As Renter, you are responsible for the following conditions while using the Picnic Shelter and Baseball Field:

Cleaning the grounds after your event.

KEEPING THE GROUNDS ALCOHOL AND DRUG FREE.

Any damages that occur to Town of Hookerton Property including Lights, Bathrooms, Baseball Field, Picnic Equipment, Bleachers, Waste Receptacles, and Adjacent Buildings.

If you move any items that belong to the Town of Hookerton, they will need to be returned to their original locations, including picnic tables and benches, trash cans, and waste receptacles. Don't forget to take home anything that belongs to you. We will not be responsible for damage to personal items left behind by the renter.

***Calling the Town of Hookerton Staff.** Staff members may be called ONLY if a situation arises that warrants quick action to minimize the damage. Make sure that when you call, it is an emergency situation. Call the Town Office and follow the instructions that you receive from the message. If anyone comes out for a nonemergency situation his or her wages will be deducted from your deposit.

The Town of Hookerton and its employees will not be held responsible for any accidents or injuries incurred during use of the Picnic Shelter and Baseball Field. The renter agrees by signing this document that the above mentioned are released from full liability should any accident or injury occur.

***Notices for Picnic Shelter and Baseball Field Rental Cancellations must be submitted at least 72 hours before the date of rental. Failure to do so will result in forfeit of the \$125.00 Deposit.**

By signing this Application, I agree to abide by the policies for renting the Picnic Shelter and Baseball Field.

Date: _____

Renter Signature: _____

Staff Signature: _____

DEDUCTION SCHEDULE FOR PICNIC SHELTER AND BASEBALL FIELD RENTAL

Deductions

Picnic Shelter, Bathrooms, Baseball Field. All water
Taps shut off and Toilets flushed - \$20.00

Items not returned to original location - \$20.00
Per item. (Trash Cans, Trash Receptacles, Picnic Tables &
Benches)

Items that are broken or damaged
(Cost of replacement or repair)

Lights left on - \$20.00

TOTAL DEDUCTIONS: _____

Deposit Refunds:

If you qualify for a deposit refund, your refund will be mailed out within 4 days from the date of your rental. Refund checks will be issued through the Town of Hookerton. Deductions listed on the above schedule will be taken from your Rental Deposit. If Deductions exceed the Deposit Refund, you will be billed for the remainder of the cost for prompt payment.

THANK YOU FOR YOUR COOPERATION!