

Bayfield Senior Center Facility Use Agreement

Today's date: _____

Name of Organization: _____ Contact Person: _____

Mailing Address _____ Phone #: _____

E-mail _____

Type of Activity: _____

Date(s) of Use: _____ Time: _____ to _____

All fees are due at the time this form is turned in; otherwise the request will not be accepted. Facility agreements are due two weeks prior to use, and are handled on a first come first serve basis. Cancellation notice must be received **30 Days** prior to use or fee and/ or deposits will not be refunded. User is responsible for adequate supervision to be certain that participants in the activities are **contained to the area rented**. Possession, use, or consumption of tobacco and/or any illegal substance is strictly forbidden. Alcohol Consumption - Alcohol is permitted on the premises without a license if there is no charge. If there is a charge for alcohol, the renter must obtain a temporary liquor license from the Town of Bayfield. Fireworks and Bon Fires - The use of fireworks and bon fires is strictly prohibited. Damage and Excessive Cleaning Deposit - A deposit is for damage and/or excessive cleaning required after a function. The use of tapes, tacks, staples, nails, sticky tack, etc. is strictly prohibited and will result in a cleaning deposit deduction. Smoking is not permitted in the building or on the veranda. No pets allowed.

All Rentals have a two hour minimum and a required Deposit!

I, _____, will serve as contact person for the organization renting the facility and agree to assume **responsibility** for any **cleaning, theft or damage** to the facility and assume responsibility for the safety and security of the facilities. I _____, **will also be responsible for all payments and charges including charges assessed beyond the deposit.**

User agrees to hold harmless the Town of Bayfield and its officers and employees from any and all claims, obligations, rights of action, or similar matter or whatsoever measure that may be asserted against the Town of Bayfield or it's officers or employees as a result of the use of the facility/equipment. User further agrees to insure that at all times that the particular use of the facility is in progress, the appropriate person or persons who are fully qualified to supervise and /or instruct the activity to be carried out will be present and responsible.

Special Set up Instruction: _____

Pine River Senior Center Rental Fees

**Off Peak (Mon – Thurs): \$30.00/hour for center
\$10.00/hour for warming kitchen**

**Peak (Fri – Sun): \$40.00/hour for center
\$15.00/hour for warming kitchen**

Special Setup: \$50.00/hour with a one hour minimum

Damage Deposit: Half of Rental Fee or \$100.00 minimum

Outdoor Game Rental

Volleyball (\$10.00) _____ Deposit \$50.00

Ladder ball, Croquet, Bocce ball, Horseshoes (\$5.00 each) _____ Deposit \$35.00

Keys checked out _____ Key Checked in _____
Deposits will not be returned without key being turned in!

Amount Due _____ Amount Paid _____ Date Paid _____ Check # _____

Deposit Due _____ Deposit Paid _____ Date Paid _____ Check # _____

Deposits will be available 48 hours after usage.
Checks will be held for up to one week.
After one week the check will be destroyed.

I have read and understand the Town of Bayfield Parks & Recreation Facility procedures and appropriate building rules and agree that my organization’s members will abide by and adhere to said procedures and rules.

Signature _____ Date _____

Approved By _____ Date _____

**Forms can be mailed to:
PO Box 80
Bayfield, CO 81122**

**Or returned to Town Hall at:
1199 US HWY 160B
Bayfield, CO 81122**

Please See Other Side