



CREEDMOOR

# Parks & Recreation

www.cityofcreedmoor.org/Recreation

recreation@cityofcreedmoor.org

(919) 528-3332, Option 0

## HARRIS PARK SHELTER RENTAL AGREEMENT FORM

### THIS FORM MUST BE COMPLETED IN ITS ENTIRETY AND SUBMITTED AS FOLLOWS:

- Submit completed application and applicable fees to: City Hall, 111 Masonic Street, Creedmoor NC 27522 during normal business hours (Monday-Friday 8am-5pm).
- Application & payment must be received by 1:00 pm for SAME DAY rental or by 1:00 pm on Friday for WEEKEND rental

### RENTER/RESPONSIBLE PARTY CONTACT INFORMATION

Applicant Name \_\_\_\_\_ Home (\_\_\_\_) \_\_\_\_\_

Physical Address \_\_\_\_\_ Cell (\_\_\_\_) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

### RENTAL INFORMATION

Reservations require a 2-hour minimum with additional hours available in 1-hour increments; Rentals available from 10:00 am to 7:00 pm or all day at the rate listed below.

Reservation Date(s) \_\_\_\_\_ Time Desired:  \_\_\_\_\_ am/pm to \_\_\_\_ pm  All day

*Note: Reserved time must include event set-up and clean-up*

Request use of horseshoes?  No  Yes (Pick up & return at City Hall)

Request to use personal grill?  No  Yes\*\*

2-Hour Minimum	Each Additional Hour	All Day	# of Tables	Table Length	Electricity Available	Wheelchair Access	Total Fees Due
\$14.00	\$7.00	\$40.00	1	12 ft		√	\$

### RULES AND REGULATIONS

- Users must adhere to the *Harris Park Policies & Procedures*.
- Shelter reservations may be made up to **six (6)** months in advance.
- Fees are required upon submission of application and are non-refundable.
- One (1) change to an existing reservation with a seven (7) calendar day advanced notice is allowed. **No rain dates.**
- Rental fees are per hour with a two (2) hour minimum or all day at the rate stated.
- Users are required to place all trash (including decorations, crepe paper, scraps, balloons, etc.) into the provided trash receptacles located at Harris Park.
- Users may not attach decorations, signs, etc. to any part of any structure with any object by any means of insertion such as nails, staples, etc.
- No firearms, fireworks, glass containers, or alcoholic beverages permitted.
- Music that is amplified and disturbs others is not permitted (see City of Creedmoor Code of Ordinances, Title IX, General Regulations, Article 96: Health & Sanitation Nuisances).
- Users may bring personal grills to Harris Park.  
\*\*NOTE: Grills **must** be placed at least 10' from any structure at Harris Park, including the shelter, playset, horseshoe pit, parking lot, and tree line.
- Small equipment is allowed (e.g. corn hole, horseshoes, etc.).
- Large equipment is **not** allowed (e.g. volleyball nets, bounce houses, etc.).

\_\_\_\_\_ Initial here to indicate you have read & signed the *Waiver of Liability* on page 2.

Applicant Name \_\_\_\_\_

**WAIVER OF LIABILITY (REQUIRED)**

*I, the undersigned, for myself and any person associated with the event/activity, do hereby release, hold harmless and agree to indemnify the City of Creedmoor, its agents and employees, from any and all liability caused by negligence or other culpable conduct on the part of me or any member of my group or employees, independent contractors, or any other party involved in the event during my use of the Harris Park shelter and insure that I will faithfully comply with the terms of this application and the City of Creedmoor Harris Park Policies & Procedures. I also understand that I am responsible for any and all damages to the facility and may be required to provide additional insurance.*

**My signature below denotes that I have read, understand, and agree to the statement of waiver, as outlined herein.**

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\*\*\*\*\*

*To Be Completed by Creedmoor City Hall Staff Only*

Approved by \_\_\_\_\_ Title \_\_\_\_\_

With the following exceptions/allowances \_\_\_\_\_

\_\_\_\_\_

Total Fee Paid \$ \_\_\_\_\_ Date \_\_\_\_\_ Receipt # \_\_\_\_\_