

MURPHY PARK PAVILION RENTAL POLICY

1. RENTAL RATES & DEPOSITS*: All rates are based on a 24-hour per-day usage. Early set-up, prior to your scheduled function date will be charged another day's rental fee. Access is limited to the day of your event only.

Top Pavilion Rental

☐

Residents	\$150.00
Non-Residents	\$187.50
Local Non-Profit Organization/Church	\$ 75.00

Refundable Deposit: \$100.00

Bottom Pavilion Rental

☐

Residents	\$130.00
Non Residents	\$162.50
Local Non-Profit Organization/Church	\$ 65.00

Refundable Deposit: \$ 75.00

* (Rates effective February 24, 2009.)

****Security:** \$ 84.00/hour (2 police officers)

****Note:** No alcoholic beverages may be consumed under the pavilion unless two police officers @ \$42.00 per hour each are provided as security.

In the event of excessive damage additional fees may be assessed to bring the Pavilion to pre-use conditions. These fees will be charged based upon the actual costs.

2. RESERVATIONS & APPLICATIONS: An application form will be mailed to you upon request. This form must be filled out, signed, the full refundable deposit payable to the City of Taylor enclosed, and returned before any reservations will be confirmed. No reduced fee for partial day rental.

3. PAYMENT: The City of Taylor requires that you pay the full refundable deposit with your application to assure your reservation. The full rental amount is due ten (10) business days prior to your event date. If you cancel, you must inform the City at least ten (10) business days prior to your event date to assure a full refund of the deposit and rental fee.

4. SECURITY: The city staff will make arrangements with city police officers to provide security if alcohol is to be consumed on city property. The cost for security

officers (two officers @ \$42.00 per hour) will be calculated based on the projected time period for the event. The estimated security fee is due ten (10) business days prior to your event. If officers are on duty longer than the calculated time period, the city will bill you for the balance due.

5. CLEAN-UP: You are required to do general clean-up, sweep, and bag all trash and place in containers provided.

6. KEY: You, or a member of your group, may obtain a Pavilion key one business day prior to the event. The key should be returned the first business day following the event.

7. REFUND: Upon return of the key and inspection of the pavilion, a refund request will be issued to the finance department for the amount of the deposit, less any amount deducted for damages or clean-up charges. Your refund check will be mailed to you.

8. INSURANCE: If the event is open to the public, proof of liability insurance shall be provided by the sponsoring party. In addition, when requested, a liability insurance policy naming the City of Taylor as an additional insured shall be purchased by all commercial renters and by any renters who are holding dances open to the public. The types and limits of insurance to be purchased shall be determined by the City Manager and will be based on the format of the proposed event, anticipated attendance, and event duration.

9. ALCOHOLIC BEVERAGES: In the State of Texas, any person who provides alcoholic beverages to another may be responsible for the actions of that person, including injuries to persons or property. The City of Taylor does not assume any responsibility for injuries arising out of any events not sponsored by the City. Individuals should take all necessary precautions if alcoholic beverages are being served at the event. Additionally, all sales of alcoholic beverages are to be made in compliance with the Texas Alcoholic Beverage Commission. For questions concerning the sale of alcoholic beverages and/or obtaining a permit, call the Texas Alcoholic Beverage Commission's Austin District Office at 512-451-0231.

10. IMPORTANT RENTAL INFORMATION:

- Representatives of all groups and entities, and any person or entity reserving the Pavilion agree to indemnify the City of Taylor for all personal injuries and property damages incurred from the use and occupation of the facility including but not limited to court costs and reasonable attorney's fees. An authorized person will be required to sign the Pavilion Rental Application before the key to the Pavilion is issued.
- The City of Taylor is not responsible for lost or stolen articles. Be sure to remove all personal items brought into the Pavilion, as access is limited to the date of your event only.

- Official use of the Pavilion will take precedence over any and all reservations that may be in effect in the event of any emergency (as identified by the City's Emergency Management Coordinator) requiring the group sheltering of Taylor citizens or residents from the general area or other necessary uses of the Pavilion. Such preemption shall be without liability to the City for any and all damages that may result from the prior reservation.

11. FACILITY INFORMATION:

- Size: The top Pavilion is 80 feet long x 60 feet wide with a concrete floor. The bottom Pavilion is 60 feet long x 45 feet wide with a concrete floor.
- Tables: The City provides some picnic tables. Additional tables and chairs are available from local rental agencies.
- Restrooms: Restroom facilities are available for men and women.

**RENTERS FORFEIT DEPOSIT IF THEY VIOLATE ANY TERM(S) OF THIS
POLICY AND ARE SUBJECT TO IMMEDIATE CLOSURE OF THE FACILITY**

For more information, call 512-309-6266

CITY OF TAYLOR
MURPHY PARK PAVILION RENTAL APPLICATION

TOP: _____

BOTTOM: _____

DATE(S) REQUESTED: _____

TIME (To-From): _____

NAME: _____

EVENT: _____

ADDRESS: _____

WORK PHONE: _____ HOME PHONE: _____

It is understood that granting use of the Pavilion is based upon the availability of the facilities. It is further agreed that all fees and deposits shall be paid by the applicant before use of the facilities may begin. If insurance is required, applicant agrees to provide such in the amount specified by the City Manager.

Applicant hereby agrees that the Murphy Park Pavilion has been inspected and is suitable for the intended use. Applicant agrees to indemnify and hold harmless the City of Taylor of any liability including but not limited to court costs and reasonable attorney's fees.

Applicant has received, read, and agrees to the terms of the Murphy Park Pavilion Rental Policy.

**RENTERS FORFEIT DEPOSIT IF THEY VIOLATE ANY TERM(S) OF THIS
POLICY AND ARE SUBJECT TO IMMEDIATE CLOSURE OF THE FACILITY**

APPLICANT'S SIGNATURE: _____ DATE: _____

* * * * *

FOR OFFICE USE ONLY

APPROVED (Initials): _____ DATE: _____

DEPOSIT RECEIVED: _____ AMOUNT _____
DEPOSITED

RENT RECEIVED: _____ AMOUNT _____
DEPOSITED

SECURITY REQUIRED: _____

CHECK REQUEST TO ACCOUNTING: _____ MAILED: _____

NON-PROFIT ORGANIZATION GROUP/CHURCH (501C3) _____