

ST. ANTHONY-NEW BRIGHTON COMMUNITY SERVICES
Park Rental Agreement

- **Park hours are Sunday through Saturday 8:00 a.m. to 10:00 p.m.** Due to adjacent residential property, park users must end all of their activities and leave the park no later than 10:00 p.m.
- **The full rental fee must be made at the time of reservation.**
- **A \$200 refundable damage/cleanup deposit must be made at the time of reservation (inside only).**
- If notice of cancellation is received from the renter more than 30 days prior to the event, a full refund will be issued. If the cancellation is less than 30 days in advance, the rental fee will be retained. If the facility is re-rented, a refund will be issued. A \$5 processing fee will be assessed for all cancellations. If a date change is requested within 30 days of a rental, and the requested date is available, a \$20 change fee will be assessed.
- During peak season (April-September), Class I users may rent facilities at Class II rates. If there is no rental in place within 10 days of desired rental date, Class I users may rent facilities at Class I rates, including a \$30 cleaning fee.
- **Rental of indoor facilities does not include use of the picnic pavilion and barbecue pits.** Reservations for that area may also be made through Community Services.
- The restrooms will be accessible to the general public through the exterior restroom entrances.
- Decorations, banners, or signs may not be pinned or otherwise affixed the walls, ceiling or windows except with the use of *masking tape*. Cellophane tape cannot be used.
- The facility is air-conditioned and also has windows that may be opened. **Windows must be closed and locked before leaving.**
- **All facilities are smoke free.**
- **Parking is allowed in the parking lots only.** No vehicles are allowed on the grass, sidewalks, or play area located near the facility.
- All furnishings must remain inside the building.
- **Tables should be cleared and washed, trash placed into the trash receptacle outside, and any items that can be recycled should be placed in the appropriate recycling containers. All items that cannot be vacuumed should be picked up off the floor. Cleaning supplies are located under the sink.**
- **Before leaving, the renter is responsible to make certain the building is secure.** Lock all doors and windows, except exterior bathroom doors, and turn off lights. Do not leave the building left unattended when it is unlocked. **The contract holder will be held responsible for any damage resulting from the building being left unattended.**
- **A 3.2 Beer Permit must be obtained through the City of St. Anthony, 3301 Silver Lake Road**
A permit must be obtained in person at City Hall at least six weeks prior to the event.
Only City of St. Anthony residents or St. Anthony business owners can obtain a permit.
- **In case of emergency or to report a problem, call 911.**

I have read the above agreement and understand all of the policies contained therein and agree to abide by these policies. I agree that all activities undertaken by myself or organization as part of this rental agreement, are at my or the organizations sole risk and that School District 282 and the City of St. Anthony, its employees and agents, shall not be liable for any claims, demands, injuries, actions or causes of actions whatsoever to me, the organization of mine or its property arising out of or connected with my or my organizations participation in the activities related to this rental. I forever discharge School District 282 and the City of St. Anthony, its employees and agents from all such claims, demands, injuries, damages, actions or cause of action whatsoever. I have read and will adhere to all guidelines governing this facility.