

BAL HARBOUR

- V I L L A G E -

PARKS & RECREATION - RENTAL APPLICATION

Resident's Name: _____

Email Address: _____

Address: _____

Contact Number: _____

Description of Event: _____ Estimated # of guests _____

RENTAL SERVICE & FEES

Application must be returned to the recreation center during hours of business; Monday-Friday 9:00 AM and 4:00PM. Event date availability is on "first come, first serve" base. Receiving this application is not a guarantee of acceptance for rental. All required payments and/or documents must be included with your application. Cancellation due to inclement weather ONLY (must cancel within two hours prior to the start of the rental). In the event of cancellation because of closure of the Park during the rental, due to lighting warning refunds will be provided for the unused time and staff if provided minus any clean-up time required.

Date of Rental: _____

Hours of Rental: from _____ to _____ (includes setup& cleanup 6 hours)

Is there a vendor? _____ If yes: Company Name: _____

*Liability Insurance insured name "Bal Harbour Village"

RENTAL FEES

Space fee per area \$ 125 Please select area/s for rental: [] Gazebo [] Basketball Court

Refundable Security Deposit \$ 200 plus 7% sales tax \$14.00 Total Security Deposit \$214.00

Additional Services:

Chairs \$1- Quantity _____

Table/s \$5-Quantity _____

BHV Staff _____ assistant/s for setup/breakdown @ \$25 per hour _____ hours

TOTAL RENTAL FEES: \$ _____ PLUS 7% SALES TAX \$ _____ TOTAL RENTAL FEES: \$ _____

_____ I HEREBY ACKNOWLEDGE RECEIPT OF THE ATTACH RULES AND REGULATIONS OF BAL HARBOUR VILLAGE PARK AND AGREE TO ABIDE.

Cancellation must be requested 5 business days in advance to receive a full refund, minus \$25 administrative refund fee. No refunds thereafter.

Resident signature: _____ Date: _____

*****Official Use Only*****

Rental Fees Check Received: YES [] NO [] Check # _____

Vendor Certificate of Liability Received: YES [] NO [] N/A []

Reservation received/reviewed by: Parks/Recreation Staff Name _____

Employee/s Assign to Event: _____

Approved by _____, **Parks & Public Space Director**