

AMPHITHEATER RENTAL POLICY

1. The facility is available for use by individuals or organization of the City for social, civic, cultural, recreational, or recognized charitable purposes. Use of the facility for individual or personal gain is prohibited. Requests will be reviewed on a case-by-case basis.
2. Money raising activities will be allowed, with approval by the Director, when the organization has pledged the proceeds to recognized charitable or public service, non-profit programs.
3. The individual or organization for whom the reservation is made shall be responsible for any loss or damage to the property during the tenure of their reservation. They will provide their own tables, chairs, risers, etc.
4. The applicant shall remove food and personal items immediately after use and clean the area used before vacating the premises. Applicant must clean up all trash and place it in the trash containers or in plastic bags if the trash containers are full. The grounds must be left in clean condition after use. If clean-up is necessary, a fee of \$25.00 per hour will be charged and deducted from the deposit.
5. The possession or consumption of alcohol or any controlled substance is prohibited on the premises.
6. The City reserves the right to determine the unacceptable behavior of individuals while on the premises, with authority to cancel reservations or request an offender to leave.
7. The applicant agrees to provide two (2) adult chaperons for functions of fifty (50) persons or less, and one (1) additional adult chaperon to be present for each additional 25 guests. Chaperons are to remain throughout the entire function.
8. Reservations will be taken on a first-come, first-served basis no more than six (6) months in advance and no less than three (3) days in advance. The reservation will not be confirmed until the request has been approved and the reservation paid for. The same group or individual may make up to two reservations per year, but must be non-repetitive in nature.
9. Reservation time should include sufficient time as may be required to decorate, set up, break down, and clean up.
10. The use of amplified sound is permitted on a limited basis. The City reserves the right to reduce volume levels and/or eliminate all amplified sound as may be considered a nuisance to the adjacent neighborhood.
11. When deemed necessary by the Director, security will be obtained by the City and paid for by the applicant.

12. Liability insurance may be required for your activity. The amount of insurance will be commensurate with the type of activity you are planning. Food handlers insurance is required if concessions are sold. A certificate of proof of insurance coverage is required at least one week in advance of the event.
13. The rental rate is \$30.00 per hour with a \$100.00 cash deposit. The deposit will be returned if the facility has not been damaged and all litter has been picked up. Reservations are generally available at the following times:

Monday through Thursday	5:30 p.m. – 10:00 p.m.
Friday	5:30 p.m. – 11:30 p.m.*
Saturday	9:00 a.m. – 11:30 p.m.*
Sunday	9:00 a.m. – 10:00 p.m.

*Amplified sound must end by 10:30 p.m.

14. Applicants must be 21 years of age or older and agree to comply with all City, State, and Federal laws.
15. Use shall be denied those violating City Ordinances and Policies.