

Town of Hoffman
Outdoor Facility Rental Agreement



The Town of Hoffman Parks and Recreation facilities are on a first come, first served basis. However, many can be reserved for specific events by filling out this paperwork and turning it into the Town of Hoffman Town Hall with the proper rental fee. Facilities can be rented from dawn till dusk.

Payment Policy

A reservation is not made official until the Town of Hoffman has received a **completed Rental Agreement** and **all fees associated with the rental**.

Inclement Weather Policy

If a facility cannot be used during the original rental time due to inclement weather, the renter will be allowed to choose another available date/time. If date/time is not available, or needed, a full refund will be given. This policy only pertains to actual inclement weather conditions, not a perceived threat of inclement weather.

Residents - \$20/hr. Non-Residents - \$40/hr.

Rules and Requirements

1. All posted park rules and Town ordinances must be followed at all times.
2. No alcohol, drugs, fireworks, or illegal weapons on premises.
3. No confetti, piñatas, fake petals, rice, water balloons, or anything of a similar nature is permitted.
4. No decorations can be taped, tacked, or stapled to any part of Shelters, Gazebos, or Piers.
5. Setup and cleanup must be included in rental times.
6. All trash must be placed in the proper receptacles.
7. No persons/groups/businesses may charge a fee or cost of any kind to attend an event at town parks. Fundraisers or commercial enterprises are not permitted uses of parks. No donations, selling tickets, or collecting money can occur at parks, or ahead of event. Rule does not apply to schools, government entities, churches, and qualified nonprofits exhibiting proof of 501(c) status at time of application, subject to approval by Parks & Recreation Director.
8. **If you encounter any issue with other park users, groups, or any emergency situations, please call 911.**

Please read carefully and sign: THIS IS A BINDING CONTRACT BETWEEN THE TOWN OF HOFFMAN and the PERSON/ORGANIZATION SIGNING BELOW. I have read this form, and had the opportunity to ask any questions I may have about this form. I understand and agree to comply with all above stated rules, regulations, and conditions of rental. I agree to be the responsible party for this rental, and accept all conditions and responsibilities included.

Signature _____
Print Name _____
Organization (if applicable) _____
Address _____
City, St. _____
Zip Code _____
Phone _____

Facility _____ Grill: **Y** **N**
Type of Function _____
Rental Date _____ Time _____
Est. Number Attending _____
****Staff Only: Accepted By:** _____ **Date:** _____
Fees Paid: _____ CC Cash Check _____
Refund Requested : _____ **Date** _____ **Staff** _____

Town of Hoffman
Release and Indemnity Agreement for Facility Use

WHEREAS, the undersigned has requested the use of services, equipment, facilities belonging to or under the auspices of the Town of Hoffman, North Carolina, and do engage in activities for the exclusive benefit of the undersigned; and

It is expressly agreed and understood that this RELEASE AND INDEMNITY Agreement shall apply for the express purpose of precluding forever all claims, suits, demands, damages, and causes of action that I or my heirs, next of kin, executors, administrators, estate, agents and assigns and representatives of any nature whatsoever might otherwise assert against any of the Town of Hoffman, its agents elected and appointed officials, employees and volunteers as a result of my use of Town of Hoffman Property.

NOW, THEREFORE, In consideration of the mutual promises or other good and valuable consideration, the undersigned does hereby for themselves, their heirs, executor, employers, successors of themselves or of their employees, administrators, and personal representatives, I understand and agree to the following:

I, _____ (name of renter/event manager/company official) assume full responsibility for my death or injuries, both to my person and to my property, whether foreseeable or not, which may occur directly or indirectly or develop at any time in the future as a result of the use of the _____ (facility).

I, _____ (name of renter/event manager/company official) assume all responsibility for each individual during the rental/event/use of the _____ (facility) on the _____ day of _____, _____.

I do hereby fully and forever release, discharge and hold harmless the Town of Hoffman, its agents, elected and appointed officials, employees and volunteers from any and all claims, suits, demands, damages and causes of action, present or future, foreseeable or unforeseeable resulting from or arising out of the above described activity, rental or use by the renter/event manager/company official or by any third parties.

I do further agree to defend and indemnify the Town of Hoffman for any costs, damages, losses penalties, settlement costs, charges, professional fees or other expenses or liabilities of every kind incurred as a result of any personal injury or property damage resulting from or arising out of the above described activity, rental or use, such costs to include reasonable attorneys' fees.

I, _____ (name of renter/event manager/company official) hereby declare that the terms of this Release and Indemnity Agreement have been explained to me and all of my questions have been answered (if any), fully read and understood by me, and freely and voluntarily entered into and accepted by me, and I hereby acknowledge receipt of a copy of this agreement. This agreement shall be in full force and effect any time after the execution thereof.

Responsible Party

Date