

Toquerville City

212 N Toquer Boulevard, P.O. Box 27, Toquerville, UT 84774

Tel: (435) 635-1094; Fax: (435) 635-5761

RESERVATION OF TOQUERVILLE CITY HALL



I/We wish to reserve the facilities of the Toquerville City Hall in Toquerville, Utah, and do hereby agree to abide by the rules and regulations below. I/We assume full responsibility for any damages to the facilities during our reservation time.

Security Deposit	\$ 75.00 (separate payment)
4 Hours (considered 1/2 day)	\$ 50.00
8 Hours (considered 1 day)	\$100.00
Outdoor Chair Rental (per day)	\$ 25.00

Rental Total: \$

The person reserving may request a walk-through of the facilities for instructions from a Staff member, making note of any existing conditions.

Type of Activity: _____

Date(s): _____ Time(s): _____

*The use of City Hall facilities is primarily for Community projects and Residential use (after approval is granted); requests for use will be reviewed on a case-by-case basis; all requests are subject to final approval by City Staff.

Organization _____ Person Responsible (Please Print) _____

Address _____ City: _____ Phone _____

RULES AND REGULATIONS REGARDING RESERVATION OF CITY HALL AND CHAMBERS

1. The Renter will be responsible for coordinating with City Staff the unlocking and locking of the facilities.
2. Tables and indoor chairs come with the rental and may NOT be used outside the City Hall; tables must be covered for food use.
3. If tables and chairs are already in place, please return them back to the original set-up. Do not remove existing wall coverings, pictures or decorations.
4. If taping of decorations is necessary, use command strips to avoid damage to walls and equipment.
5. Any and all decorations (including string, tape, glitter, etc.) must be taken down and disposed of.
6. Trash facilities are provided by the City; all trash is to be placed in the receptacles prior to departure.
7. City Hall floor and/or Chambers must be left clean by dusting and cleaning floors with a mop duster and broom or vacuum provided. Tables, chairs, and floors are to be wiped clean.
8. Turn off all lights and confirm (with Staff) all doors are locked at the end of use. Restrooms must be left clean and lights turned off.
9. No animals are allowed in the facilities, other than service dogs.
10. There will be no overnight parking or camping at the facilities. The facilities cannot be utilized before 7:00 a.m. and must be vacated by 11:00 p.m.
11. Toquerville City Nuisance Ordinance prohibits the disturbing of neighborhoods by "prolonged, unnatural, loud, unnecessary or unusual noise"; please be considerate and cautious of this restriction.

Deposits/Payments

1. Deposits, regardless of classification will be \$75.00 and are required to ensure proper care is taken of the facilities and equipment.
2. If the above rules and regulations are not followed, you may be denied refund of the deposit, or a portion thereof.

*Security deposit must be paid when the rental user agreement is signed. Balance is due 30 days in advance of the event. In the event the activity is scheduled less than 30 days in advance, full payment is due when the reservation is made. Refunds may be granted if the cancellation request is received 30 days prior to reservation date.

I HAVE READ AND AGREE TO ABIDE BY THE FOREGOING RULES AND REGULATIONS:

Printed Name _____ Signature _____ Date _____

City Clerk _____ Date _____

Churches, Boy & Girl Scouts, Neighborhood Watch, Government or Quazi-Government organizations, and other organizations specifically sponsored by the City of Toquerville are exempt from rental fees. Deposit fees still apply. The exemption will apply for 3 days per year. If further use is required, the normal rental fees will apply. City sponsored events are exempt from the 3-day limitation. **Maximum Occupancy not to exceed 114 persons.**

City Use Only

Deposit: Amount: _____ **Date Received:** _____ **Check #** _____ **Staff Initial:** _____

Reservation: Amount: _____ **Date Received:** _____ **Check #** _____ **Staff Initial:** _____

CITY OF TOQUERVILLE
INDEMNIFICATION, HOLD HARMLESS AND RELEASE OF LIABILITY
AGREEMENT

Whereas _____ (hereinafter "User") desire(s) to use Toquerville City's (herein after "City") Property or Facilities located at _____ to engage in the following activities;

_____, and in consideration of City's willingness to allow User to use said facilities and/or property, I _____, as the duly authorized agent acting on behalf of the User, herewith agree and promise Indemnify and hold City, its officers, agents, officials and employees, and volunteers harmless and release them for and from any liability, costs or expenses arising from any action, causes of action, claims for relief, demands, damages, expenses, costs, fees, or compensation, whether or not said actions, causes of action, claims for relief, demands, damages, costs, fees, expenses and/or compensations are known or unknown, are in law or equity, and without limitation, all claims of relief which can be set forth through a complaint or otherwise that may arise out of the acts or omissions, negligent or otherwise of User, City, and/or their respective officers, agents, officials, members, employees, and volunteers, or any person or persons.

In addition, User agrees to repair, solely at Users Cost, all damage to City's facilities or equipment arising out or User's use or possession of said facilities or equipment.

User further agrees and promises to provide City with Certificate of Insurance verifying that User has acquired insurance sufficient to support User's promise to Indemnify and Hold City Harmless as outlined above.

User acknowledges that User has been advised to consult legal counsel and have had the opportunity to consult with legal counsel prior to entering into this Indemnification / Hold Harmless / Release of Liability Agreement.

User understands and agrees that, by signing this Indemnification / Hold Harmless / Release of Liability Agreement, that User relinquishes all rights or claims to adjudication or recourse to which User may be entitled in relation to any damages or injury that may arise out of the above described activities.

User warrants that User enters into this agreement with full knowledge of the meaning and future effect of the promises, releases and waivers contained herein.

User warrants that User has entered into the releases and waivers contained in this Agreement voluntarily and that User makes them without any duress or undue influence of any nature by any person or entity.

User agrees to assume all risk, chance or hazard that any loss sustained by User or any other person or entity may be greater or more extensive than is known, anticipated or expected.

Signature of User Agent

Date

Printed Name of User Agent

City Clerk