



SUNRISE PARK SHELTER HOUSE

CITY OF REMSEN | REMSEN MUNICIPAL UTILITIES

008 W 2nd STREET | 712-786-2136

1. I agree I am an adult, over the age of 18.
2. I acknowledge that I am responsible for the key and agree it will not be used by anyone else.
3. I agree that all persons affiliated with my reservation will be my responsibility and will follow all the policies set within. I will notify City Hall of any damage during my use and will be liable for all costs.
4. I agree NOT to hold the City of Remsen liable for any injuries that occur while using the property.
5. I understand the City of Remsen does not assume liability or responsibility for lost or stolen goods.
6. **RENTAL FEE of \$60.00** is due to City Hall at the time of reservation to guarantee rental date.
7. Paid reservation access is from 6:00am-11:00pm the day of rental ONLY.

PLEASE NOTE: If either of the ball fields are reserved for games at the time of your rental.
The fields may not be used until after the games.

8. If you wish to cancel a reservation, an official written notice must be received at City Hall. If notice is acknowledged 90 days prior to the reservation, a full refund will be given. If notice is given less than 90 days prior, no refund will be given unless the facility is rented by another party.
9. I will not use the stove to cook anything which produces smoke or grease-laden vapors.
10. I understand there is to be NO SMOKING anywhere in the building or NO ANIMALS of any kind in the building.
Under the ADA, a service animal is allowed for a person with a disability and they are solely responsible for the care and supervision of the animal.
11. If there are animals outside the building, that are affiliated with my reservation, I will see that feces will be deposited of in a sanitary manner in accordance with City Code 55.17 Pet Sanitation.
12. I agree to clean up after use in the building and outside grounds including the following:
 - a. Pick up and properly dispose of trash in outside dumpster. If it's not present or full, place inside by the west door.
 - b. Wipe up any spills or elements tracked into the building.
 - c. CLEAN picnic tables, tables, chairs, or any other city property used and put back where they belong.
 - d. Flush toilets, turn off faucets, pick up trash, and lock restrooms.
 - e. Close and ensure all windows and doors are locked and turn off all lights.
13. I agree to pay at **\$50.00 CASH DEPOSIT** when checking out a key. If damage is reported doing my use or if I fail to comply with the above stated rules, my deposit will be consumed by the City, with the possibility of additional costs as stated above.
14. If the key is lost, damaged, or not returned within (7) seven days following the rental date, the deposit will not be returned.
15. I understand the City has the right to refuse reservations or keys to anyone.

Name/Organization:	
Contact:	Phone:
Date(s):	Time(s):

I have read and understand all the above terms and agree to abide by them.

Signature: _____ Date: _____

OFFICE USE ONLY

Initial:	Date:	Reservation Paid:
Deposit Paid:	Key:	Key Returned: