

2012 MAIN STREET PARK AND PAVILION RENTAL APPLICATION

**A minimum of \$100 refundable security deposit is required with the application
(Please refer to "2012 Main St. Park and Pavilion Rental Agreement" when completing this application.)**

Please print clearly or type

Event Name: _____

Day of event: _____ Date: _____ Number of Attendees Expected: _____

Rental time: _____ to _____ (set-up and clean-up time must be included) Event time: _____ to _____

Description of Event: _____

Applicant's Name: _____

Organization Name (if applicable): _____ Nonprofit: Yes No

I am a: (check one category)

- Resident Non-Commercial • Resident Commercial
- Nonresident Non-Commercial • Nonresident Commercial

Mailing Address: _____

City: _____ State: _____ Zip: _____ E-mail: _____

Daytime Phone: _____ Evening Phone: _____ Cell: _____

Please indicate what your event will include:

- Live Band DJ, Music, Use of speakers/amplification Generator(s)
- Exhibits &/or Vendors - What types and how many? _____
- Food (Must have Mont. County Health Dept. permit. For information call 240-777-3986.):
 Sales **OR** Give-a-way • Prepackaged **OR** Prepared on site • Vendor **OR** Self/organization
- Moon Bounce/Amusements – What types and how many? _____
- Other entertainers/activities (balloons, face painting etc.) – What types? _____
- Other _____

I plan to: (check all that apply)

- Use Electricity (\$50 fee)

- Upon receipt of application, City staff will determine if applicant will be required to provide any or all of the following:
 Port-a-Johns: How many _____ Security Dumpster

Applicant/organization accepts responsibility to abide by all procedures outlined in the MAIN STREET PARK AND PAVILION RENTAL AGREEMENT and understands the penalties associated with not abiding by these stipulations. In addition the applicant agrees that by signing this application, the City of Gaithersburg is authorized to charge applicants credit card and/or process checks and cash for specified fees. The applicant/organization furthermore agrees to indemnify and hold harmless the City and its officers, employees, agents against any and all losses, injuries or damages to any person or thing that shall arise from the applicant's/organization's use of the Main Street Park and Pavilion. Security deposits will be forfeited if a rental is cancelled less than 30 days before the event. A \$10 processing fee will be deducted from the security deposit if the event is cancelled by the user prior to 30 days before the event.

Date: ___/___/___ Signature of Applicant: _____

| |
|-----------------------------|
| For Office Use Only: |
| Date Rec'd: _____ |
| Rec'd by: _____ |
| Resident: Y N |
| Nonprofit: Y N |

| |
|---|
| Security Deposit: \$100 Due with application |
| <input type="checkbox"/> Cash <input type="checkbox"/> Check # _____ <input type="checkbox"/> Visa/MC/Disc # _____ Exp. ___/___ |
| Cardholder Name (print as it appears on card) _____ |
| Driver's License # _____ |

FEES: to be paid **after** acceptance by City

- Resident Non-Commercial (5 hours) \$250 Resident Commercial (5 hours) \$300
- Nonresident Non-Commercial (5 hours) \$350 Nonresident Commercial (5 hours)..... \$400
- Additional hours\$50/hr - \$50 X _____ hrs= \$ _____
- Use of electricity.....\$50