



**CITY OF RIVIERA BEACH  
RECREATION AND PARKS DEPARTMENT  
FACILITY: \_\_\_\_\_**

**RENTAL APPLICATION AND AGREEMENT-revised 8-14-06**

Date: \_\_\_\_\_  
 Name of Applicant: \_\_\_\_\_ Type Of Event: \_\_\_\_\_  
 Chairperson of Event: \_\_\_\_\_ Phone# (h): \_\_\_\_\_  
 Phone # (alt): \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Date Requested: \_\_\_\_\_ Time: \_\_\_\_\_ A.M/P.M. until \_\_\_\_\_ A.M/P.M.

1. **RENTAL FEE & RENTAL PARTY AGREEMENT:**

The Department of Recreation and Parks reserves the right to attach an additional fee for any and all rental events that charge admission or donations.

- A. Rental charges commence when you request the facility opening.
- B. All final fees must be paid two (2) weeks prior to the event.
- C. All fees must be paid by CASH or MONEY ORDER. NO PERSONAL CHECKS.

2. **RENTAL RATES:**

**GYM RENTAL:** \$ 95.00/ PER HOUR – RESIDENT  
**\*WELLS OR DAN CALLOWAY REC CNTR\*** \$100.00/PER HOUR – NON RESIDENT  
**LINDSEY DAVIS COMMUNITY CENTER** \$ 85.00/PER HOUR - LARGE ROOM

\$ 40.00/PER HOUR – SMALL ROOM  
 (INCLUDES TABLES AND CHAIRS ONLY)

**BALL FIELD:** \$ 35.00/ PER HOUR – RESIDENT  
 \$ 45.00/ PER HOUR – NON RESIDENT  
**WITHOUT LIGHTS**

\$ 50.00/ PER HOUR – RESIDENT  
 \$ 60.00/ PER HOUR – NON RESIDENT

**WITH LIGHTS**

**PARK PERMIT** \$ 25.00 (MUST OBTAIN A PARK PERMIT TO RESERVE PARK)

**POOL FACILITY RENTAL** FEES VARY (PLEASE CONTACT ADMIN. OFFICE)  
**STAFFING** 20.00/PER HOUR

*NOTE: Tax will be charged on the Facility Rental Fees.*

A Department staff representative will be present at any and all events held in a city recreation facility. The Security Deposit of \$200.00 must be paid at the time of the initial application. In the event of cancellation or all additional fees not paid by the specified due/payment date, 15 percent of this fee will be retained by the City and the balance refunded to the rentee. However, upon completion of your activity, if there has been ANY DAMAGE OCCURRED, additional monies owed for extra time, this will be deducted from the security deposit and balance refunded to the rentee, within a two (2) week period. In addition, the above fees, in some cases, the rentee MUST SECURE THE SERVICES OF A CITY POLICE OFFICER TO CHAPERON THE ACTIVITY. **\*\*INSURANCE COVERAGE FOR SOME EVENTS MAY BE REQUIRED. \*\***

Deposit: \_\_\_\_\_ Receipt No # \_\_\_\_\_  
 Facility Rental Fee: \_\_\_\_\_ Receipt No # \_\_\_\_\_  
 Plus 6% tax: \_\_\_\_\_ Payment Due Date: \_\_\_\_\_

**TOTAL PAID: \$** \_\_\_\_\_

**APPLICANT SIGNATURE: \_\_\_\_\_ DATE \_\_\_\_\_**

**RECREATION STAFF: \_\_\_\_\_ DATE \_\_\_\_\_**

**TO REQUEST YOUR SECURITY DEPOSIT REFUND - YOU MUST SUBMIT YOUR ORIGINAL RECEIPT TO THE P&R ADMIN OFFICE AFTER THE EVNT HAS OCCURRED. REFUNDS WILL BE REFUNDED WITHIN 2 - 4 WEEKS. REFUNDS ARE TO BE PICKED UP AT THE CITY HALL COMPLEX – FINANCE DEPT. (PLEASE WRITE YOUR NAME, MAILING ADDRESS & PHONE NUMBER ON THE BACK OF ORIGINAL RECEIPT).**

\_\_\_\_\_  
(initials)