



## Rental Agreement

**Today's Date:** \_\_\_\_\_

**Date of Event:** \_\_\_\_\_

**Time:**

☐ Sunrise-1pm

☐ All Day

☐ 1:30pm-Sunset

☐ Hours: \_\_\_\_\_

Renter's Name: \_\_\_\_\_

Event: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Phone: \_\_\_\_\_

**IF RENTING A SHELTER, WHAT WOULD YOU LIKE THE RESERVED SIGN TO SAY?**

*I/We will leave the shelter/area as clean as possible & understand that we are the responsible party while on the premises & have received and will follow the attached rules.*

\_\_\_\_\_  
(Signature)

### Office Use

• Facility Requested •

- ☐ Boxcar ☐ Caboose ☐ Engine  
☐ Freight ☐ Railcar ☐ Amphitheater  
☐ Field \_\_\_\_\_  
☐ Long St Comm Bldg  
☐ District Park Comm Bldg

☐ **Flyer Made**

Amount Due: \_\_\_\_\_ Date: \_\_\_\_\_

Amount Paid: \_\_\_\_\_ Date: \_\_\_\_\_

☐ Cash ☐ Check ☐ Card

Balance Due: \_\_\_\_\_ Date: \_\_\_\_\_

Balance Paid: \_\_\_\_\_ Date: \_\_\_\_\_

☐ Cash ☐ Check ☐ Card

Refund \$ \_\_\_\_\_ Code: 20-6130-3904

☐ Mail ☐ Pickup

Town Employee \_\_\_\_\_

## Town of Oakboro ~ Parks and Recreation Department

### Facilities Rental Agreement



#### **District Park**

☐ \*NEW\* Community Building (Indoor space for capacity up to 160; full kitchen)

☐ Shelters/Amphitheater

#### **Long Street Park**

☐ Community Building (Indoor space for capacity up to 60; full kitchen)

**RENTERS WILL BE HELD RESPONSIBLE FOR ANY DAMAGES OCCURING TO THE BUILDING/PARK OR ITS CONTENTS.**

#### ***General Oakboro Parks and Recreation Rules and Ordinances***

- Alcoholic beverages and tobacco products of any kind are prohibited on any town and park property
- No overnight stays in the park or community buildings
- No profanity or disorderly conduct allowed
- No motorized vehicles beyond designated parking areas
- All pets must be on leash and picked up after
- All children must be supervised by an adult
- No signs or advertisements except by special permit
- The Town of Oakboro is not responsible for any accidents or injuries
- Additional general and specific park rules attached

### **Community Buildings:**

- Take paper towels, toilet tissue, trash bags, cloth towels (for cleaning supplies).
  - Use one container inside the building for all trash and at clean up time, place in outside dumpster.
  - Make sure the bathrooms are clean and the floors are swept/mopped.
  - Sweep/Mop all floors (Floors should not be sticky)
  - **District Park Building:** Place tables & chairs back in the closet
  - **Long Street Community Building:** Tables & Chairs are in a certain way at the Long Street location, please return it the way you found it.
  - Do not leave doors open for long periods of time.
  - Turn all lights out and leave the building in great condition to be used by the next participants.
  - Set thermostats back to what you found them.
  - Buildings will be inspected following use.
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### **Park Rules in General**

Park Hours of Operation – 7 Days a Week – Dawn to Dusk – Except for Permitted Activities

**The Town of Oakboro is not responsible for accidents or injuries.**

Any violation of park rules or regulations will result in expulsion from the park & possible elimination from participation in future park events.

No Motorized Vehicles Beyond Parking Lot  
No Alcohol, Drugs, or Weapons, No Smoking  
All Pets Must Be on Leash & All Pet Excrement Must Be Picked Up  
No Pets Allowed in Ball Field or Playground Area  
No Golf Balls May Be Hit in The Park  
No Hunting or Fishing  
No Signs, Advertisements, Sales of Merchandise, or Solicitations Allowed in Park Except By Special Permit  
No Amplified Sound, Music, Noise or Voice Permitted  
No Parking Except in Designated Areas  
All Children Must Be Supervised by an Adult at all locations  
No Profanity or Lewd Behavior Allowed at any area  
No Swimming, Wading, or Boating in Pond  
No Walking on Ice When Pond Frozen  
No Graffiti or Defacing of Property  
No Open Flame  
No Fireworks  
No Gambling  
No Disorderly Conduct or Threatening Language  
No Amusement Rides, Tents, or Inflatable Apparatus Without Permit  
All Garbage, Litter, and Food Stuffs Must Be Collected and Disposed of Prior to Departure from the Park  
No Airplane, Flying Machine, Balloon, Parachute, or other Apparatus of Aviation are Allowed in the Park Without Special Permit. This Includes Radio-Controlled

Airplanes, Helicopters, and Rockets.

No Activity Allowed That May Be Hazardous to Persons or Property  
It Shall Be Unlawful to Interfere with any Park or Town Employee in the Performance of Their Duties

#### Picnic Shelter Specific Rules

Picnic Shelters May Be Rented & Reserved On A Daily Basis For A Fee and on a First Come, First Served Basis. A Deposit is Required

Users of Picnic Shelters Are Responsible For The Clean-up Of The Area  
Nails and Staples are Prohibited from Use on Any Structure

#### Barbequing

No Gas Grills Allowed in the Park

Charcoal Grills are Acceptable

Used Charcoal Must be Deposited in the Provided and Marked Receptacle

#### Concessions

The Concession Stand will be Contracted Out for Either a Flat Rate or a Percentage of the Profits.

No Bicycles, Skates, Skate Boards, or Scooters Allowed in the Concession Area

#### Horseshoe Pits

Replace Horseshoe Pit Stake Cover When Finished

#### Gazebo

No Sitting or Standing on Railing

No Bicycles, Skates, Skate Boards, or Scooters Allowed on Pier Walkway or Gazebo

#### Ball Fields

No Metal Cleats Allowed

No Soft Toss Against Fencing Allowed

No Loaded or Altered Bats Allowed

No Smoking on Ball Fields

No Spectators Allowed on Ball Field

No Bicycles, Skates, Skate Boards, or Scooters Allowed in the Ball Field Area