

**SOUTH PADRE ISLAND COMMUNITY CENTER
FACILITY USE APPLICATION**

A VALID ID IS REQUIRED UPON SUBMISSION OF APPLICATION.

1. **\$25 NON REFUNDABLE ADMINISTRATIVE FEE** FOR a STANDING RESERVATION UNDER 25 PEOPLE
2. **\$100 NON REFUNDABLE ADMINISTRATIVE FEE** FOR ANY SINGLE EVENT RESERVATION
3. **\$100 REFUNDABLE DEPOSIT** FOR ALL APPROVED APPLICATIONS
4. **\$25/HR. AFTER HOUR RENTAL RATE**
4. **\$200-\$500 REFUNDABLE DEPOSIT** REQUIRED WITH APPROVED APPLICATIONS INVOLVING *ALCOHOL.
This fee will be based on proposed attendance (* LIMITED TO BEER & WINE ONLY)
***SPECIAL EVENTS INVOLVING ALCOHOL**, WITH OVER 25 PEOPLE THE CITY RESERVES THE RIGHT TO RETAIN DEPOSIT BASED ON FINAL INSPECTION OF THE FACILITIES.

DATE OF APPLICATION _____

APPLICANTS NAME _____ DOB _____

ORGANIZATION _____

NON PROFIT YES ___ NO ___ Documentation required.

MAILING ADDRESS _____

EMAIL _____ CELL PHONE _____

TYPE OF FUNCTION (PURPOSE) _____

DATE(S) REQUESTED _____

ALTERNATE DATES FOR CONSIDERATION _____

HOURS REQUESTED _____

ESTIMATED ATTENDANCE: Adults _____ Children under 18 _____

*ARE ALCOHOLIC BEVERAGES TO BE SERVED? YES ___ NO ___ (Pre-approval required)

*Limited to beer & wine only *Sale of alcoholic beverages is strictly prohibited.

CANCELLATION POLICY

If rental is cancelled with notification less than 5-7 business days before the date stated on the rental agreement, rental fee will be kept and deposit returned.

Amendments (date change, time extension, time subtraction, etc.) to the Rental Agreement must be made in person at the SPI Community Center at least five working days prior to the date stated on the Rental Agreement.

The above named individual or organization agrees to follow the facility use policies detailed with this application.

SIGNATURE _____ DATE _____

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

We agree to hold harmless, indemnify and defend the City of South Padre Island from and against any and all claims, damages, liabilities, obligations, judgments, charges, costs, expenses and fees, including but not limited to personal injury and property damage or theft, arising from our use of the South Padre Island Community Center.

SIGNATURE _____ Date _____