

RED BANK COMMUNITY CENTER
LICENSE APPLICATION AND AGREEMENT FOR THE USE OF A CIVIC FACILITY

The Red Bank Community Center is to provide meetings and activity space to business and civic organizations and residents of Red Bank and surrounding areas. An adult is considered to be 21 years of age or older. Only an adult may rent the facility. When minors attend the facility, one adult must be present for every ten minors.

Date: _____ Person Making Application: _____

Address: _____
City State Zip

Home Phone: _____ Business: _____

Requesting Group/Organization: _____

Explain in detail the program/activity event _____
 (Attach additional sheet to complete details). _____

Date(s) of requested use: _____ Time: From: _____ To: _____
 # of Participants _____

Will there be any food served at your event? _____ If yes, Explain _____

Are you a Non-Profit Organization? Yes _____ No _____ Tax ID _____
 Non-profit status is defined as any group holding a 501(c) (3) or (4) tax exemption by the Internal Revenue Services of the Federal Government. Proof of tax exemption must be shown.

Do you plan to publicize this meeting/activity/event/program? Yes _____ No _____
 (if so attach a copy of the news release, leaflet, etc.)

Are you a Partner with the City? _____ Which programs? _____

Have you read and agree to adhere to and be bound by the Red Bank Community Center Rules and Regulations concerning use of the facility? _____ Please initial here: _____

AGREEMENT

The undersigned person and/or organization agrees to pay for all damages to the facility and grounds and for the cost of cleaning the facilities and hereby agrees to hold harmless, defend and indemnify the City of Red Bank from any and all claims, costs, damages, injuries and suits arising out of the use of the facility and/or to provide adequate proof of public liability insurance of the program which names the City of Red Bank and its employees as coinsured if requested by the City Manager of the City of Red Bank. This determination of whether or not to accept evidence of insurance will be at the City Manager's discretion based upon the nature and scope of the event requested.

The undersigned person and/or organization for themselves and their members hereby waive any claim it or they may have against the City, its agents and employees, for losses or injuries to themselves or their property arising out of the proposed program at the facility.

I have read and fully understand and agree to adhere to and be bound by each point of the Red Bank Community Center Rules and Regulations.

No smoking or alcoholic beverages allowed.

By executing this agreement and paying the appropriate fee, the undersigned Licensee agrees that he/she has read and understands the above information regarding terms and responsibility, agrees to the terms and further that any damage to the Red Bank Community Center will be the responsibility of the Licensee and paid for by the Lessee.

 Licensee

 Date

Approved, fees and deposit paid:

 City of Red Bank

 Date

 Administrative Use Only:

Receipt No. _____ Payment Method: Cash _____ Check _____ Money Order _____