

Facility Rental Requirements

1. In addition to the rental fee, a refundable \$100 cleaning deposit is required and due at the time the facility is rented.
2. The refundable cleaning deposit will be deposited. A \$25 fee will be charged for any return checks.
3. In order to have your deposit refunded you must:
 - a. Leave the facility clean and in good repair, ready for the next user.
 - b. The completed cleaning checklist is to be placed in the drop box at the drive through window at Town Hall.
 - c. Any problems you find upon arrival at the facility must be reported immediately or you may be charged with the cleanup or repairs.
 - d. Refund checks are issued on the Friday after the event and are mailed on that date. Refunds are not available prior to that time.

THE CLEANING CHECKLIST PROVIDED MUST BE RETURNED WITHIN 7 DAYS
OF THE EVENT OR NO REFUND WILL BE MADE

I HAVE READ AND UNDERSTAND THESE REQUIREMENTS AND WISH TO PROCEED WITH RENTING THE
TOWN OF YADKINVILLE'S TOWN PARK AMPHITHEATER.

SIGNED: _____

DATE: _____

WITNESSED: _____
Staff Member

TOWN OF YADKINVILLE AMPHITHEATRE RENTAL/ USE APPLICATION

P.O. Drawer 816, Yadkinville, NC 27055 — Ph. (336)679-8732 — Fax. (336)679-6151

Organization _____ Event Date _____
Name (Please Print) _____ /Designee _____
Address _____
Phone: Day _____ Evening _____
Email (if available) _____ No. of Attendees _____
Type of Event _____ License No. _____
Hours of Event (including set-up and clean-up) _____ to _____

RENTAL FEES MUST BE PAID AT TIME OF APPLICATION
(*You must be at least 21 to rent the Amphitheatre.)

Resident _____ Non-resident _____ Non-profit _____ Commercial/Business (in-town) _____ Commercial/Business (out-of-town) _____

Rental Fee \$ _____ Deposit \$ _____ TOTAL FEES \$ _____
Check No. _____ Receipt No. _____

All renters of the town's facility must pay a cleaning deposit of \$100. This check will be deposited. If the facility is left clean and undamaged, the full deposit will be refunded and mailed on the Friday after the event. A \$25 fee will be charged for any returned check. A cleaning check list is provided with this application, and must be returned to the town immediately following the event.

CHECK LIST MUST BE TURNED IN NO LATER THAN 7 DAYS AFTER THE EVENT DATE OR NO REFUND WILL BE MADE.

Refund to: Name _____ Address _____

CANCELLATION POLICY: 30 days prior to event – full refund
15 days to 29 days prior – 50% refund
14 days or less prior – All fees forfeited

I have read the application and all rules and regulations carefully and have received a copy of the Cleanup Check List, I understand that I need to be in attendance throughout the event, and I understand my responsibilities toward fulfilling all of the outlined requirements. _____ (initial here)

I, the undersigned, for myself and any person associated with the event, do hereby release, hold harmless and agree to indemnify the Town of Yadkinville, its agents and employees, from any and all liability caused by negligence or other culpable conduct on the part of me or any member of my group or any employees, independent contractors or any other party involved in the event during my use of the Town of Yadkinville's Amphitheatre located at the Yadkinville Community Park and insure that I/we will faithfully comply with the terms of this application. I also verify I have been provided a copy of the Rules for Use of Town Rental Facilities. This information constitutes a public record and is available to the public as stated in G.S. 132-1 Public Records Law.

The Town of Yadkinville reserves the right to turn down an application due to public safety concerns or any other lawful reason.

SIGNED _____ DATE _____
STAFF APPROVAL: _____ DATE _____

RULES FOR USE OF TOWN OF YADKINVILLE'S COMMUNITY PARK AMPHITHEATRE

renter is defined as a person or organization paying for rental of a town facility. User is defined as one of those organizations listed on the Town's Official Exemption List that does not have to pay the rental fee.

1. Possession of controlled substances is prohibited. Possession and consumption of alcohol is prohibited unless authorized by ABC permit and permission from the Town. If you intend to serve alcohol, you must obtain the permit and provide it to the town 30 days in advance of the event. If duly authorized, all ABC rules, regulations and state laws must be met. Deputies also are required and must be paid for a minimum of four (4) hours. This is arranged through the Town of Yadkinville Police Department, and the fees are paid in advance.
2. The person signing the application or an authorized designee over 21 years of age as listed on the application must be in attendance throughout the event.
3. Parents and supervising adults are responsible for the activities and safety of the children attending the event. The Town of Yadkinville assumes no supervisory responsibility.
4. Offensive behavior or excessive noise that is a nuisance to others in the facility or surrounding neighbors is prohibited. This includes amplified music, which is allowed only when approved by the Town. The park closes at 10 p.m. and the music must end at that time unless the renter has made other arrangements with the Town.
5. No vendors are allowed unless authorized by the Town.
6. Renters/ users may not charge an admission fee for an event held on Town property.
7. Non-profits hired by the Town to host a Town-sponsored event, may not solicit donations for their own organization or for any reason before, during and after that on Town property.
8. Fire and pyrotechnics are prohibited.
9. Skateboards, bicycles, scooters, roller blades and other wheeled recreational devices are not allowed inside the park.
10. Metal detectors and motorized hobby equipment are not allowed at Yadkinville Community Park.
11. If grills are used, they must be used on paved areas and not on the grass.
12. Decorating the amphitheatre is allowed for parties, as long as no tape or any other substance that will remove paint or harm the walls is used. For example, balloons must be tied and not taped. Plastic ties are encouraged for use in decorating.
13. Weighted tents no larger than 10x20 may be erected in the rental area in locations designated by Town officials for non Town-sponsored events. Using tent stakes to anchor these tents is prohibited due to potential damage to electrical conduit or the irrigation system.
14. Camping at Yadkinville's Community Park is not allowed unless authorized by the Town in association with a particular event.
15. Vehicles, trailers and campers are restricted to the parking lots and roadways unless authorized by the Town for a particular event. An example would be a vending trailer in association with an event sponsored by the Town or a nonprofit, or vehicle unloading heavy equipment for use at the amphitheatre.
16. All renters are **REQUIRED** to pay a **\$100 cleaning deposit**. Renters and users are responsible for disposing of all trash and recyclables after an event. Trash bags should be used and then disposed of properly to the Yadkin County Land filled. Violation of facility rental rules or abuse of property by a renter or user can result in expulsion with denial of future use and reservation privileges and assessments of costs to clean or repair damages. Rules and regulations are subject to the interpretation of and enforcement by designated Town Officials and the Town of Yadkinville Police Department. **(If a renter/ user arrives at the amphitheatre and finds it unclean, the renter is responsible to reporting this to Town Staff at that time. Otherwise, that renter may be charged for anything left out of place or unclean. The number to call is (336) 679-8732.)**

17. Yadkinville Community Park Amphitheatre renters/users must understand that rental of this facility includes only the amphitheatre. Other people may be using other parts of the park at the same time. Be aware that there may be noise for which the Town is not responsible.
18. Non-profit groups planning events at the amphitheatre may have one banner displayed on the Highway 601 side of the park. The sign must be freestanding and in a manner that does not distract drivers. A banner may be placed one (1) week or seven (7) days before the event. Having the banners made, printed or altered is the non-profit's responsibility.
19. Renters/users are expected to be aware of and to obey all other appropriate and applicable laws concerning public conduct and safety during their use of the Town rental facility.
20. Amphitheatre portion of the Yadkinville Community Park will be closed to ALL organized events two hours prior to and during a Town-sponsored event.

I have read the rules and understand that:

FAILURE TO COMPLY WITH THESE RULES MAY RESULT IN EXPULSION WITH DENIAL OF FUTURE USE AND RESERVATION PRIVILEGES, AND DAMAGING OR LEAVING THE FACILITY UNCLEAN WILL RESULT IN THE LOSS OF ALL OF THE CLEANING DEPOSIT. RULES AND REGULATIONS ARE SUBJECT TO THE INTERPRETATION OF AND ENFORCEMENT BY DESIGNATED TOWN OFFICIALS AND/OR THE TOWN OF YADKINVILLE POLICE DEPARTMENT. APPEALS MAY BE BROUGHT BEFORE THE TOWN OF YADKINVILLE'S BOARD OF COMMISSIONERS. APPEALS WILL BE ACCEPTED UP TO 30 DAYS AND MUST BE IN WRITING. THE APPEAL WILL BE SCHEDULED FOR THE NEXT AVAILABLE BOARD MEETING.

SIGNATURE OF RENTER _____ **DATE** _____

ORGANIZATION (IF APPLICABLE) _____

Town of Yadkinville Amphitheatre Cleaning Check List

Name of Renter/Organization _____ Ph. No. _____ Date _____
Address _____

(where refund check is to be mailed)

ALL renters and users of the Town Facility are required to perform the following tasks in order to leave our facility ready for the next user. The checklist must be returned to Town Hall by placing it in the drop box located at the drive through window at the end of the event. YOU MUST PROVIDE YOUR OWN CLEANING SUPPLIES AND 30-GALLON TRASH BAGS TO REPLACE TRASH CAN LINERS.

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|---|-------|
| 1. Floors/concrete must be clean. | DONE |
| 2. All trash must be emptied. All trash cans used are to be emptied at the end of the event and overflow trash taken to the Yadkin County Landfill. | _____ |
| 3. Any decorations used for the event must be taken down and removed from the premises. DO NOT USE TAPE. All plastic ties used to hang decorations must be removed. | _____ |
| 4. If grills are used, ashes must be doused and removed from premises, NOT PLACED IN TRASH CANS OR DUMPED ON PARK GROUNDS. | _____ |
| 5. Restrooms (toilets, sinks, floors) need to be clean and free of debris. | _____ |

Comments: _____

IF YOU FIND THE FACILITY UNCLEAN WHEN YOU ARRIVE FOR YOUR EVENT, PLEASE CALL IMMEDIATELY. FAILURE TO DO SO MEANS YOU OR YOUR ORGANIZATION WILL BE CHARGED FOR CLEANUP AND/OR REPAIRS. (336) 679-8732.

THIS FORM MUST BE TURNED IN WITHIN 7 DAYS OF THE EVENT OR NO REFUND WILL BE MADE.

SIGNATURE OF RENTER/USER _____
I understand that by signing I am confirming that all items on the checklist have been attended to and the facility is clean, in good repair and ready for the next user. If not, I will forfeit my cleaning deposit, and if no deposit is required, that my organization will be billed \$100 and/or my rental privileges will be suspended.

**FEE SCHEDULE FOR RENTING THE TOWN OF
YADKINVILLE'S COMMUNITY PARK AMPHITHEATRE**

Yadkinville Resident	\$50.00
Non-Yadkinville Resident	\$100.00
Yadkinville Business	\$100.00
Non-Yadkinville Business	\$200.00
Exempt Organizations¹	\$0.00

¹ Exempt organizations include but not limited to: Schools, Boy Scouts of America, Girl Scouts, Local Government & County Government, and Churches.