



# City of Bay Minette

## Douglasville School of Art & Recreation Banquet Room

### License Agreement

1001 Shedrick Hardy Pkwy Bay Minette AL 36507 ·  
(251) 580-1619

Total Cost: \_\_\_\_\_  
Date Paid: \_\_\_\_\_  
Payment Type:  
□ Cash  
□ Credit Card  
□ Check – No.: \_\_\_\_\_

Licensee: \_\_\_\_\_ Application Date: \_\_\_\_\_

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

Phone No.: \_\_\_\_\_ Email: \_\_\_\_\_

Event Date(s): \_\_\_\_\_ Time(s): \_\_\_\_\_

\*Banquet Room reservation is determined by availability- Submission of the rental contract and appropriate fee to reserve the banquet room is considered a complete application. Price is per same day only and everyone must be out of the building before 8:00 p.m. Rental shall not interfere with any scheduled standard meetings.

#### Type of Event:

Birthday Party

Wedding

Reunion or Rally

Other Event\*

Rental Fee \$350

Damage & reservation deposit \$150

\*The deposit will be returned after a city employee has determined there is no damage to the facility.

Deposit Paid Date: \_\_\_\_\_

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

Amount Owed: \_\_\_\_\_

Based on this agreement and the LICENSEE'S commitment to faithfully perform all its terms, the CITY hereby leases to the LICENSEE the Douglasville Banquet Room to be used for the purpose of:

And for no other purpose whatsoever without a written consent to the City for the term thereof:

#### Rules:

- All posted rules apply during your rental of the banquet room.
- The Licensee is responsible for any damage done to the banquet room during or as a result of their event.
- The Licensee is responsible for cleanup of all trash produced by their party or event. Before vacating the premises, it is the Licensee's responsibility to place all trash in the proper containers (trash must be picked up and placed in the garbage cans outside the banquet room)
- The kitchen and facility must be restored back to pre-rental conditions..

**Alcoholic beverages, smoking, and tobacco products are PROHIBITED on this campus.**

If you experience any problems during or after normal business hours, please contact the City of Bay Minette Police Department at (251) 580-2559.

#### INDEMNITY, HOLD HARMLESS AND RESPONSIBILITY AGREEMENT

In consideration of the permission granted to me by the City of Bay Minette to use the banquet room, In consideration of the permission granted to me by the City of Bay Minette to use the venue, known as the John F. Rhodes Civic Center, I hereby consent and agree to indemnify, defend and hold harmless, to the extent in which the law allows, the City of Bay Minette, its agents, servants and employees from any and all claims, demands, or causes of action that may rise from use of the venue, pursuant to this agreement, including, without limitation, any injury or property damage that is in any way caused by the use of the venue by Licensee, any vendor, or attendee. This indemnity and hold harmless agreement is given to the City of Bay Minette to protect the City and its agents, servants, and employees from the cost of defense and claims for injuries and damages that may be caused either directly or indirectly by use of the venue pursuant to this agreement.

I understand that as the Licensee I am fully responsible for ensuring the rules are followed by those attending my event. I also understand that the cost of any damages or excessive cleanup as a result of my event will be invoiced to me by the City of Bay Minette. I will be fully responsible for payment of that invoice and will not be allowed to rent any City facility until that invoice is paid in full.

This contract is made on this date between the City of Bay Minette hereinafter, also called the City, and responsible person hereinafter called/known as the Licensee. Based on this agreement and the Licensee's commitment to faithfully person all of its terms, the City hereby grants a license to the Licensee of the John F. Rhodes Civic Center to be used for the purpose as stated above. The Licensee shall not use the venue for any other purpose without the prior express written consent of the City of Bay Minette.

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Signature of Licensee

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Signature of City Representative