

Soccer Field and Pavilion Reservation Request

Bay County Islamic Society
3312 Token Rd. P.O. Box 15566
Panama City FL, 32405
Phone: (850) 319-9557 Cell: (850) 319-9557
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APPLICATION FOR SOCCER FIELD & PAVILION USE REQUEST- Execution of this application does not confirm reservation. Please print clearly. For consideration, complete application must be submitted with appropriate reservation deposit and fees payable to the Bay County Islamic Society.

User Must be 21 years of age or older

Applicant/Organization's Name: _____ Today's Date: _____

Secondary Contact Name: _____ Secondary Contact Phone: _____

Address: _____ City: _____ Zip: _____

Phone: _____ Phone 2: _____ E-mail: _____

Function or Event: _____ Date: _____

Time of Arrival: _____ AM/PM Time of Departure: _____ AM/PM

Anticipated Attendance (REQUIRED): _____ Event Time: _____

****REQUIRES ADVANCED APPROVAL****

	<u>Paid</u>	<u>Date Paid</u>
Security / Cleaning Deposit (\$50 Refundable)	\$_____	\$_____
Rental / Fees (\$100.00)	\$_____	\$_____

~PICK UP KEYS FOR YOUR PICNIC AREA 24-48 HOURS PRIOR TO YOUR RENTAL~ Reservation dates are not held without full payment.

The Bay County Islamic Society reserves the right to withhold payment of deposit for lost keys or damage to the facility site and/or it's property.

~For Office Use Only~ CONTRACT #: _____ RESERVATION TAKEN BY: _____
KEY #: _____ FEE PAID: _____ DEPOSIT
RETURNED: _____ KEY RETURNED: _____ SUPERVISOR APPROVAL: _____
DATE: _____ SPECIAL EVENT? () Yes () No _

Bay County Islamic Society Soccer Field and Pavilion – General Terms and Conditions

- 1) **Retain Permit:** User must retain a copy of this permit on the premises throughout the scheduled event. The authorized head of the team must personally appear and request use of the facility.
- 2) **Laws and Rules:** Renter shall not allow any lewd or illegal conduct on the premises. The user shall comply with all state laws. No lewd conduct or gambling devices are permitted on the premises.
- 3) **Liquor:** No liquor shall be allowed in or about the assigned premises
- 4) **Rental Hours:** Rental time must be pre-scheduled. Events that go beyond the scheduled time will be subject to time-and-a-half costs.
- 5) **No Smoking:** There will be no smoking allowed inside facilities or parking lot.
- 6) **Condition of Premises:** The User accepts the premises upon entry into possession. The User may inspect the premises at an earlier, mutually convenient time.
- 7) **Set Up/Take Down:** Renters are responsible for set-up and take down of the event and for cleanup of the event.. Failure to satisfy this obligation may result in forfeiture of part or all of the renter's damage deposit. All rented equipment that the renter may bring in for the event must be removed from the premises at the end of the specified time on the rental agreement.
- 8) **The following activities are NOT ALLOWED :** the sale of food, beverages, goods or merchandise; charging admission or fees for services.
- 10) **Failure to abide** by these rules could result in forfeiture of your deposit.
- 11) **Damage/Holding Deposit:** A holding deposit shall be required to reserve the space. Deposits will be refunded after the event, less the costs of any repairs due to damages to the facility, extra rental time or rooms accrued during the event, or unpaid balances owed by the renter.
- 12) **Cancellation Policy:** If at any time the renter decides to cancel their rental, BCIS shall retain \$25 processing fee from the damage deposit. Cancellation is only confirmed upon receiving this notice.
- 13) **Cancellation by the BCIS:** without liability, upon giving as much advance notice to the User as practical, cancel or terminate this Permit if the premises are closed for repairs, necessary maintenance or services cannot be supplied.
- 14) **Responsibility:** The User assumes responsibility for all activities conducted on the premises, including but not limited to supervision and control to prevent injury or damage; maintenance of the premises during the use; picking up bottles, debris and refuse; and providing security to maintain order.
- 15) **BCIS may revoke a permit** and/or stop a use in progress if the User fails to comply with laws, BCIS policy, or city ordinances regarding noise in public places, and the terms of this permit. The BCIS may also revoke a permit and/or stop a use in progress if the user fails to secure a necessary permit, or engages in activity that may cause injury to the public or damage to the premises.
- 16) **Animals:** No Animal allowed in the BCIS property.

17) **Motorized Vehicles:** All motor vehicles must remain in the designated parking spaces and are not authorized in any other portions of the field or grass area. All unloading and loading of equipment must be done from parking spaces only. Parking is first come first serve, parking cannot be reserved.

18) **Post No Signs:** Signs are not allowed to be taped, hung, stapled, or nailed to any tree, sign post or exterior of a building without written permission.

19) **Indemnity:** The User shall indemnify and hold the BCIS harmless from any and all claims, actions, losses and damages to person or property (including but not limited to attorney's fees and expenses) suffered as a consequence of or arising or resulting, directly or indirectly, from any act or omission of the User on or about the premises. In the event that any lawsuit based upon any such claim, action, loss, damage or cost is brought against the BCIS, the User, after being notified that such lawsuit has been started, shall defend such lawsuit at no expense to the BCIS; and if, in such lawsuit, a final judgment is rendered against the BCIS, or against the BCIS and the User, jointly, the User shall promptly satisfy such judgment. The User's liability under the indemnification agreement shall not be reduced by any BCIS negligence; provided, that nothing shall require the User to indemnify the BCIS against the sole negligence of any BCIS officer, employee or agent acting within the scope of such person's employment.

20) **Insurance:** The User shall be required, at its sole cost and to secure and maintain continuously a policy or policies of insurance during the term of the Contract, known as: per accident; Commercial General Liability Comprehensive Personal Liability as applicable to User, and written on an insurance industry standard occurrence form as referenced, or equivalent, including premises/operations; products/completed operations; personal/advertising injury; contractual liability; and independent contractors liability. The policy minimum limits of liability for bodily injury and property damage shall be \$1,000,000 each occurrence and \$1,000,000 general, products/completed operations aggregate; If any vehicle is used in the conduct of the User's business, a policy Automobile Liability (Business/Personal) - written on an insurance industry standard form (ISO form CA 00 01) or equivalent, to include coverage for owned, non-owned, leased or hired vehicles. The minimum limits of liability for Bodily injury and property damage shall be \$1,000,000; The insurance as provided above shall be endorsed to include The BCIS, its officers, elected officials, employees, agents and volunteers as an Additional Insured on ISO form CG2026 (or equivalent), and shall not be reduced or cancelled without forty-five (45) days prior written notice to the BCIS; The User's insurance shall be primary as respects the BCIS, and any other insurance maintained by the BCIS shall be excess and non-contributing with the User's insurance; Evidence of Insurance - Property Use will not be permitted until the BCIS receives a certificate of insurance and the appropriate additional insured endorsement(s) in connection with the described work. Subcontractors - User shall include all subcontractors performing any work included under this contract as an insured under its policies or shall furnish separate evidence of insurance as stated above for each subcontractor. All coverage for subcontractors shall be subject to all the requirements stated herein and applicable to their profession. I, as a renter, have read and understood this agreement and have accepted responsibility for the terms listed. I accept responsibility for any damages to equipment or to the facility that occur in association with my use of the facility. I understand that any Facility Supervisor has the right to close the facility during a rental if he or she determines a situation to be unsafe.

Renter Signature: _____ Date: _____ Print Name: _____