

**TALLAHASSEE PARKS, RECREATION AND NEIGHBORHOOD AFFAIRS
DEPARTMENT
FACILITY USE APPLICATION**

Event Title: _____

Type of Event: _____

Date(s) of Event: _____

Contact Person _____

Address _____

Telephone Work _____ Cell _____ Email _____

Facility Requested: __Tom Brown __Messer North __Messer South __Springsax __Other

Telephone Number(s) Work _____ Home _____ Cell _____

Number of Fields Requested per day _____ Time: Start _____ End _____

Number of Fields Requesting Lights: _____ Time: Start _____ End _____

Total Hours Requested for Lights: _____ Time: Start _____ End _____

Staff Supervision Needed: Yes _____ No _____

Cost Breakdown

Alternate Date/Location: _____

Please describe the event: _____

Deposit Enclosed: (\$100 minimum) _____

Date of Application: _____

Date & Time Application Received: _____

On behalf of myself and the above named Sponsor, and to induce the City to grant the use permit requested in the foregoing application, I hereby:

- (1) Agree to comply with, and be bound to the City as set forth in, the attached Regulations in conducting the activity described above and utilizing the requested City facilities; and,
- (2) Acknowledge that the City, acting through the Tallahassee Parks, Recreation and Neighborhood Affairs Department, shall have the right, as set forth in the permit and in the Regulations, to limit or condition the use of the requested facilities or to revoke any permit issued by the Tallahassee Parks, Recreation and Neighborhood Affairs Department; and,
- (3) Agree to make all payments as required in the Regulations related to use of the facilities or provision of services by the City; and,
- (4) Agree to be liable for, and to make payment to the City for, all damages to the facility resulting from its use in relation to the activity; and,
- (5) Agree to indemnify and hold the City harmless from and against all costs and expenses, of any kind, incurred by the City, its officers, officials, or employees, as a result of or arising from and against any and all claims, actions, liability, and expense, including attorney's fees and court costs, which may be incurred or arise in connection with loss of life, personal injury, or damage to property arising from or out of the use of the requested facility; and,
- (6) Represent that I have been duly authorized by the Sponsor to execute this application with the intent of binding the Sponsor, and myself, as set forth therein and by the terms and conditions of any permit issued by the the Tallahassee Parks, Recreation and Neighborhood Affairs Department in response to this application.
- (7) The \$100 deposited is forfeited should the event be canceled for any reason except when canceled by the Sponsor at least 30 days prior to the scheduled event.

(Print Name) _____
Date

Signature

Approved Rejected _____
Date

Staff Signature