

## Pavilion Rental Agreement

This Rental Agreement ("Agreement") is made and entered into on \_\_\_\_\_ (Date) between \_\_\_\_\_ ("Renter") and The Borough of Scottsdale ("Owner").

### 1. Pavilion Rental (Check One)

- **Location:** Loucks Park \_\_\_\_\_ Chestnut Street Park \_\_\_\_\_ Gazebo Park \_\_\_\_\_
- **Maximum Capacity:** 60 people
- **Rental includes access to Park restrooms**

### 2. Pavilion Rental Fee:

- **Pavilion Usage Fee (Rental for 4 hours with 60 people or less):** \$125.00
- **A deposit of \$125.00** is required at the time of booking. This deposit will be fully refunded after the rental period, provided that the pavilion and restroom facilities are left in good condition and all terms of the rental agreement are adhered to.
- **Total Usage Fee and Deposit required = \$250.00**

### 3. Event Information:

- **Date of Rental:** \_\_\_\_\_
- **Setup Time:** \_\_\_\_\_ to \_\_\_\_\_.
- **Event Time:** \_\_\_\_\_ to \_\_\_\_\_ (4 - hour rental for the pavilion)
- **Park Hours:** Dawn to Dusk
- **Expected Attendance:** \_\_\_\_\_ people
- **The Renter acknowledges they will be billed for attendees exceeding the maximum capacity of 60 people, for the use of any facilities beyond the pavilion and restroom areas and for the use of the facilities in excess of the four (4) hour rental period as set forth hereafter.**
- **Rentals for longer than 4 hours or for more than 60 people require the execution of an Event Agreement.**

| Additional Charges for Pavilion Rentals for more than 60 people or more than 4 hours |                          |                          |
|--|--------------------------|--------------------------|
| 4 Hour Rental  | 6 Hour Rental            | 8 Hour Rental            |
| 61-200 people \$1000.00  | 61-200 people \$1400.00  | 61-200 people \$1800.00  |
| 201-400 people \$1200.00   | 201-400 people \$1700.00 | 201-400 people \$2200.00 |
| 401-600 people \$1800.00   | 401-600 people \$2700.00 | 401-600 people \$3500.00 |
| 601+ people \$2000.00  | 601+ people \$3000.00    | 601+ people \$3900.00    |

### 4. Vendors:

- Do you plan to have vendors at your event? Yes / No
- If yes, please list vendor names and services:  
**Vendors must provide Insurance naming the Borough as an additional insured (Vendors must be inside pavilion and included in the 60-person maximum amount)**
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**5. Rental Inclusions:**

- The pavilion rental includes the pavilion and restroom facilities only. All other amenities, services, or equipment must be arranged with the event rental agreement.

**6. Acknowledgement:**

By signing this Agreement, the Renter agrees to comply with all park rules and regulations and acknowledges they will be responsible for any damage or loss incurred by the Borough or otherwise during the rental period. A copy of the General Rules for the use of all Parks, Pavilions and Recreational Facilities is attached to this Agreement and Renter acknowledges receipt of same. Renter also acknowledges that this reservation includes rental of Pavilion and the restrooms. The pavilions and restrooms will be cleaned and inspected by the Borough on the morning of the scheduled event. The undersigned agrees that the pavilion, restrooms and surrounding areas will be left in a clean condition and good working order immediately following Renter's Use. The undersigned understands and agrees the Borough of Scottsdale is not responsible for any lost, stolen, or damaged property. By Execution of this Rental Agreement, the undersigned Renter certifies they are 18 years of age or older.

- Renter Name: \_\_\_\_\_
- Renter Address: \_\_\_\_\_
- Renter Phone Number: \_\_\_\_\_
- Signature: \_\_\_\_\_
- Organization (if applicable) \_\_\_\_\_
- Date: \_\_\_\_\_



**For Borough Use Only:**

- Rental Fee: \$125.00
- Deposit Received: \_\_\_\_\_
- Final Payment Due By: \_\_\_\_\_

**Contact Information:**

- For questions or concerns, please contact Scottsdale Borough at 724-887-8220.
- For the day of questions, call 911 and tell them it is a non-emergency and they will dispatch the police.

**PARK, PAVILION AND RECREATIONAL FACILITIES RENTAL FEE SCHEDULE**

I. PAVILION AND GAZEBO RENTALS:

A. Loucks Park, Chestnut Street Park & Gazebo Park (Includes access to Restrooms)

- i. 4 hours with 60 people or less \$125.00
- ii. 60 people or less for each additional hour \$\_\_\_\_\_ per hr.
- iii. Plus Security Deposit \$125.00

B. Groups in excess of 60 and rental durations lasting more than 4 hours shall be charged in accordance with the Following Schedule:

| <b>Additional Charges for Pavilion Rentals for more than 60 people or more than 4 hours</b> |                          |                          |
|---|--------------------------|--------------------------|
| 4 Hour Rental   | 6 Hour Rental            | 8 Hour Rental            |
| 61-200 people \$1000.00   | 61-200 people \$1400.00  | 61-200 people \$1800.00  |
| 201-400 people \$1200.00  | 201-400 people \$1700.00 | 201-400 people \$2200.00 |
| 401-600 people \$1800.00  | 401-600 people \$2700.00 | 401-600 people \$3500.00 |
| 601+ people \$2000.00   | 601+ people \$3000.00    | 601+ people \$3900.00    |

C. Groups in excess of 60 people shall complete an "Event Agreement" with the Borough and be billed at the following rates:

| <b>Charges for Pavilion Rentals for more than 60 people or more than 4 hours</b> |                          |                          |
|--|--------------------------|--------------------------|
| 4 Hour Rental  | 6 Hour Rental            | 8 Hour Rental            |
| 61-200 people \$1000.00  | 61-200 people \$1400.00  | 61-200 people \$1800.00  |
| 201-400 people \$1200.00   | 201-400 people \$1700.00 | 201-400 people \$2200.00 |
| 401-600 people \$1800.00   | 401-600 people \$2700.00 | 401-600 people \$3500.00 |
| 601+ people \$2000.00  | 601+ people \$3000.00    | 601+ people \$3900.00    |

II. BALLFIELD AND RECREATIONAL FACILITIES RENTALS:

- A. BY TEAMS AND LEAGUES – Shall be charged an annual or seasonal fee of \$\_\_\_\_\_ per season. Such fee may be adjusted, reduced or eliminated in the event the Teams or Leagues agree to perform upkeep, maintenance and repair of the fields and related recreational facilities for the term of their usage.
  
- B. BY EXCLUSIVE USE BY INDIVIDUALS AS PART OF A PAVILION OR EVENT RENTAL– Shall be charged a rental rate of \$\_\_\_\_\_ per hour for the use of any Ballfield or other recreational facility. This rental is charged in addition to any fee required for the rental of any pavilion or other park property.