

CITY OF SANGER
MUNICIPAL SERVICES DEPARTMENT - RECREATION AND COMMUNITY SERVICES DIVISION
COMMUNITY CENTER RENTAL APPLICATION

Name: _____ Organization/Representative: _____

Mailing Address: _____ City: _____ Zip: _____

Home Phone: _____ Work Phone: _____

Date of Use: _____ Nature of Use: _____ Expected Attendance: _____

Will food or drink be served? Yes No
Circle one

Will food or drink be sold? Yes No
Circle one

Will alcoholic beverages be served? Yes No
Circle one

Will alcoholic beverages be sold? Yes No
Circle one

Will a dance be held? Yes No
Circle one

Decorating	Date _____ From _____ a.m./p.m. To _____ a.m./p.m.	Charge _____
Multi-Purpose Room	Date _____ From _____ a.m./p.m. To _____ a.m./p.m.	First Four Hours _____ Additional Hours _____ X \$75 each = _____
Kitchen	Date _____ From _____ a.m./p.m. To _____ a.m./p.m.	First Four Hours Included in Rental Fee Additional Hours _____ X \$50 each = _____
Insurance	<input type="checkbox"/> Insurance Certificate Received/Approved OR <input type="checkbox"/> Insurance purchased through City of Sanger	Charge _____
Payments Received	Date _____ Amount \$ _____ Date _____ Amount \$ _____ Date _____ Amount \$ _____	Use Charge Total \$ _____ Security Deposit \$ _____ Total \$ _____

Please list names and business license numbers of businesses that are being hired to perform a service at your event (City of Sanger business license required):

Caterer _____ Lic. No. _____ Photographer _____ Lic. No. _____

Florist _____ Lic. No. _____ Security _____ Lic. No. _____

Band/DJ _____ Lic. No. _____ Other _____ Lic. No. _____

Hold Harmless:

The event sponsor (applicant) shall save, keep, defend, indemnify, and hold the City of Sanger, the property of the City of Sanger and the agents, servants, employees, officers and representatives of the City of Sanger free and harmless from and against any and all costs, damages, expenses, and/or liability incurred by reason of or during the permitted event.

In submitting this application for use, I hereby certify under penalty of perjury that all of the information listed above is true and correct and I further understand that any false information submitted may be grounds for denial of a permit. I also agree to follow all rules, regulations and policies of the City of Sanger on the use of the requested facilities and that forfeiture of deposit; denial of future use of any City facilities if I do not provide proof of insurance for the event showing the City of Sanger as an additional insured.

Applicant Signature _____ Date _____

FOR OFFICE USE ONLY	
Recreation Division approval by: _____	Date: _____
Police Department approval by: _____	Date: _____
<input type="checkbox"/> Security Agreement	<input type="checkbox"/> Special Event Application/Dance Permit
<input type="checkbox"/> Alcoholic Beverages Served	<input type="checkbox"/> Alcoholic Beverage License
Fire Department approval by: _____	Date: _____
<input type="checkbox"/> Set Up Diagram A B C-1 C-2 D E G (circle one)	