

For shelter problems during weekend and evening events
Call the non-emergency police dispatch at 385-6912

City of Merced Parks and Community Services

632 W. 18th Street
Merced, CA 95340
(209) 385-6855 FAX (209) 726-5327

***On-Call Rotary Scout Hut, Rossotti and MOAT at Applegate (209) 564-9103**

APPLICATION AND AGREEMENT FOR USE OF FACILITIES

Applicant's Name:		Address:		City:	Zip Code:
Name of Organization:			Day Phone (Area Code):		Evening Phone (Area Code):
<u>Area to be reserved - Please Circle:</u> Rossotti Ed-Zoo-Cation Center					
Soroptimist Shelter at Applegate Park		Gazebo/Rose Garden at Applegate Park		MOAT at Applegate Park	
Joe Herb Shelter		Rahilly Shelter		Rotary Scout Hut	
Other:					
Nature of Event:		Event Date:	Time: _____ TO _____		Estimated Attendance Total-
Public Event? Yes No	Event used to raise money? Yes No		Food Vendors? Yes No	Additional Days and Times	Do you plan to use a Bounce House? Yes No
Bounce House Company Name			How did you hear about our facilities? (Circle one) Online Walk-in Friend Other:		

APPLICANT'S AGREEMENT

I have read this agreement and accept the facilities for which this application is made in an "AS IS" condition. In consideration of the minimal fees paid for use of the facility, the applicant to indemnify, defend and hold harmless the City of Merced, its officers, officials, employees, agents, and volunteers ("City and City Personnel") from all actions, liabilities, claims, damage to persons of property, losses, costs, penalties, obligations, errors, or omissions that may be asserted or claimed by any person, firm, or entity arising out of or in connection with the activities conducted by the applicant, whether or not there is concurrent passive or negligence on the part of City of City Personnel. Use of confetti at the Rossotti Center is strictly prohibited. **I understand there is no alcohol allowed at the picnic shelters, Rossotti Center, Scout Hut and MOAT. If alcohol is found, renter will automatically be denied refund of their deposit.**

NOTICE TO APPLICANT:

A "Refund Appeal" must be filled out **2 weeks before the event date to request a refund for any of our Picnic Shelters and one month before the event date for the MOAT, Rossotti and Rotary Scout Hut.** Refunds will be subject to a 25% assessment fee for administrative costs. Failure to cancel within the specific time frame will result in forfeiture of deposit and all paid rental fees.

The use of the power outlets at all City park facilities/shelters is prohibited. If there will be use of rented bounce houses or other inflatables at your event, the Parks and Community Services Department holds you responsible to arrange for use of a "quiet generator" from your bounce house provider. Inflatables that require water are prohibited. Also note that if you will be using a bounce house you must verify that the company is licensed and insured with the City of Merced.

Signed _____

Date _____

<p align="center"><u>-OFFICE USE ONLY-</u></p> <p><u>FEES</u></p> <p>Contracted Hours _____ @ \$ _____ = \$ _____</p> <p>Bounce House Permit \$ _____</p> <p>Deposit (Scout Hut/MOAT only) \$ _____</p> <p>TOTAL DUE \$ _____</p> <p>Please make check payable to <u>City of Merced</u>. *Returned checks will result in cancellation of event and/or additional charges.</p>	<p><u>Department Authorized Signature:</u></p> <p>_____ Date: _____</p> <p><input type="checkbox"/> Approved <input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Certificate of Insurance in compliance with City of Merced.</p> <p><input type="checkbox"/> Added to Computer By: _____</p> <p><input type="checkbox"/> Blue Cards Completed Initials _____</p>
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