



PAVILION & TOWN PARK KITCHEN RENTAL APPLICATION

Name :	_____
Organization:	_____
Mailing Address:	_____
Phone:	_____
Date of Event:	_____ Time: _____
Purpose:	_____

The rental charge is \$25.00 for the first 3 hours and \$10.00 for each additional hour to a maximum of \$50.00/day.

PAVILION RULES AND REGULATIONS

Policy

The Pavilion is owned by the residents of Coupeville. It was constructed by Concerts on the Cove with funds donated mainly by citizens residing in this area, and donated to the Town. It is the policy of the Town to, where possible, make the facility available to individuals, groups and organizations under use standards which are considered necessary to protect the interest of the Town, the privacy of its residents, and provide for maintenance of the facility.

Rules

1. The Pavilion may be used by permit only.
2. Alcoholic beverages will not be served or consumed at the Pavilion or in Town Park.
3. The Pavilion is located in close proximity to private residential property. Excessive noise which unreasonably interferes with the comfort and enjoyment of private property is prohibited. Use of amplified music/voice must be approved in advance by submitting an Amplified Music/Voice Application for approval.
4. The Pavilion may only be used from 9:00 a.m. to 7:00 p.m., unless special permission is obtained in writing from the Town Clerk-Treasurer. Amplified music will be permitted only from 10:00 a.m. to 7:00 p.m.
5. No decorations or other application of material to the structure is permitted without the permission of the Town Clerk-Treasurer.

6. All trash must be removed, and deposited in designated receptacles. The Pavilion must be swept by the applicant after its use.
7. The applicant may be required to provide evidence of liability insurance in the amount of \$1,000,000.
8. Keys for the electrical box, if needed, shall be picked up during regular Town Hall office hours, (Monday – Thursday from 8:00 a.m. - 4:30 p.m.) and returned promptly within 24 hours of the event.
9. The Town Clerk-Treasurer will review all facility use permit applications, and shall be responsible for determining if a police presence will be required. For events requiring the presence of a regular or reserve officer, the applicant will pay an additional \$25.00 per hour (or part thereof) for each officer.
10. It is unlawful to remove, destroy, mutilate or deface any structural component, accessory equipment, vegetation, or any natural or man-made feature in the facility.
11. Penalties for specific violations of the Public Facilities Code of the Town of Coupeville are outlined in section 12.08 of the Code.

The applicant agrees to defend, indemnify, and hold the Town of Coupeville, its agents, employees and officials harmless from any and all claims, suits, demands, injuries, loss, damage and judgments, including the cost of their defense arising out of, occurring during, or the result of activities of the applicants, except for the sole negligence of the Town.

By signing this application, the applicant acknowledges that he/she has read the Rules and Regulations, and agrees to follow and be bound by the conditions therein.

NOTE: The Town of Coupeville reserves the right to deny or revoke an application/permit at any time for any cause.

Signed this _____ day of _____, 20__.

Signature _____

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 For Town of Coupeville personnel use only:

Charge: _____ Receipt #: _____ Check #: _____

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Application Approved: _____ Application Denied: _____
 Clerk-Treasurer: _____

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Update on Calendar and Copy to:
 Applicant Date: _____ By: _____
 Police Department Date: _____ By: _____
 Fire Department Date: _____ By: _____