

## Pageland Parks and Recreation Facility Application

- The Town of Pageland will have first priority of all facilities.
- The Town of Pageland reserves the right to cancel any event due to circumstances beyond its control.

*The Community Center can be rented for five hour increments (this includes set up and clean up time) additional time may be purchased. Hours of operation are 8:00 am to 11:00 pm.*

	Deposit	Non-profit	Profit	Additional hours
Community Center	\$100.00	\$375.00	\$500.00	\$20.00 per hour
Classroom (2 hours)	\$25.00	\$30.00	\$40.00	\$25.00 per 2 hours
Scout Hut (4 hours)	\$50.00	\$75.00	\$100.00	\$10.00 per hour

### Rules

After the rental event, the renter is required to clean the gymnasium area kitchen. Floors must be swept and mopped, all litter picked up, and trash removed from the premises. Malicious damage or removal of Town property will not be tolerated and violators will be prosecuted. The inspection of the facility will be conducted by an employee on duty. The renter's failure to abide with the rules and regulation will immediately forfeit the deposit with the Department and future rentals will not be allowed. Further, the Town reserves the right to recover monetary damages from the renter in the event there is damage which exceeds the deposit. No alcoholic beverages or illegal drugs are allowed on the premises. As public property, Open Container laws apply and violators will be arrested.

### Security

For some functions the Recreation Department requires that an off duty police officer or person acceptable to the department be retained by the renter. The security personnel needs to fully understand their responsibility includes inside, outside, and the adjoining parking area. Contact the Pageland Police Department at (843) 672-6437.

### Deposit

The facilities are not reserved until the deposit is paid. Failure to notify the department in writing of cancellation of your event thirty (30) days prior to your event will result in loss of your deposit. The entire amount must be paid two weeks prior to the event.

### Long-term usage

Long-term usage or extensive hours will be negotiated with the Parks and Recreation Director.

**Basketball Nights** The basketball area may be rented if available in two (2) hour increments at the rate of \$40.00 per two (2) hours for basketball only. This rental is only

available on Monday and Tuesday nights if the Director is available and no Town activities are scheduled.

### **Application for use of Recreation Facility**

Applications must be made at least two weeks prior to the proposed engagement

Please list in detail pertinent information relative to the use of the requested facility before completing this application.

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**Name of Organization**

Name of person Applying \_\_\_\_\_

Address \_\_\_\_\_ Phone # \_\_\_\_\_

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<b>Facility Requested</b>	<b>Time to be used</b>
_____	_____
<b>Date to be used</b>	<b>Non-profit</b> _____ <b>Profit</b> _____

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**Type of program to be held**

Is the event being catered?    yes \_\_\_\_\_ no \_\_\_\_\_

If so, By Whom: Name \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_

**Business License's must be purchased prior to event.**

I certify to personally assume the responsibility for payment of all charges and the observance of all regulations governing the use of the Recreation Facilities. **I understand that alcoholic beverages are strictly prohibited.**

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Signature _____	Date _____
Fee Paid (Amount) _____	(Date) _____
Deposit (Amount) _____	(Date) _____
Deposit Returned (Date) _____	

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Pageland Parks and Recreation Department Director Signature / Approval date