



## RECREATION CENTER FACILITY USE REQUEST

**Individual/Group/Organization Name (Applicant):** \_\_\_\_\_

**Billing Address:** \_\_\_\_\_

**Type of Organization (Check One):**

☐ Business or Commercial Organization    ☐ Non-Profit Organization    ☐ Individual    ☐ Other \_\_\_\_\_

501(c)(3) for Non-Profit Organization or Town of Jackson Business License:

☐ Yes    ☐ No    If yes, License Number or Document Provided: \_\_\_\_\_

**Event:** \_\_\_\_\_

**Facility/Room Requested:** \_\_\_\_\_

**Date of Use:** \_\_\_\_\_ **Time of Use:** \_\_\_\_\_

**Special Request (chairs/tables/set up style, etc.):** \_\_\_\_\_

**Specific Area of Use (any space in addition to above, if not listed below. i.e. aquatics area or climbing gym for parties.):**

**Estimated Number of Participants/People Involved in the Activity:** \_\_\_\_\_

**Responsible Party Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Phone (H):** \_\_\_\_\_ **Phone (W):** \_\_\_\_\_ **Email:** \_\_\_\_\_

### Additional Questions

Will you require erecting any type of structure, placing any form of equipment, on or within the facility?

☐ Yes    ☐ No    If yes, please describe in detail: \_\_\_\_\_

Will admission be charged?    ☐ Yes    ☐ No    If yes, what is the charge: \_\_\_\_\_

Will any service, goods, food, or beverages be sold, or will any activity proposed for the facility involve the payment of money?

☐ Yes    ☐ No    If yes, please describe: \_\_\_\_\_

Will you require use of audio/visual systems? (Cloudveil Room Only)    ☐ Yes    ☐ No

**All reservations must be made at least 48 hours prior to the event date. No alcohol is allowed in the Recreation Center.**

### THIS SECTION IS FOR STAFF USE ONLY

#### Meeting/Multi-Purpose Room Reservation Fees

Teewinot/Multi-Purpose Room    *\$45 per hour or \$250 per day*    \_\_\_\_\_

Cloudveil Room    *\$45 per hour or \$250 per day*    \_\_\_\_\_

#### Birthday Party Reservation Fees\*

Teewinot/Multi-Purpose Room    *\$80 per 2 hours\*\**    \_\_\_\_\_

#### Fitness Studio Reservation Fees

Owen/Moran Studio Room (2-hour Youth/Non-Profit)    *\$50 per 2 hours*    \_\_\_\_\_

Owen/Moran Studio Room (2-hour Adult/Commercial)    *\$90 per 2 hours*    \_\_\_\_\_

Owen/Moran Studio Room (Full Day Youth/Non-Profit)    *\$160 per day*    \_\_\_\_\_

Owen/Moran Studio Room (Full Day Adult/Commercial)    *\$240 per day*    \_\_\_\_\_

#### Rec Center Gym/Davey Jackson Elementary Res. Fees\*

**Please Select:** ☐ Prospector Gym (Original Facility)    ☐ Traverse Gym (New Facility)    ☐ JES Gym

Full Gym (2-hour Youth/Non-Profit)    *\$150 per 2 hours*    \_\_\_\_\_

Full Gym (2-hour Adult/Commercial)    *\$230 per 2 hours*    \_\_\_\_\_

Full Gym (Full Day Youth/Non-Profit)    *\$425 per day*    \_\_\_\_\_

Full Gym (Full Day Adult/Commercial)    *\$825 per day*    \_\_\_\_\_

Half Gym (2-hour Youth/Non-Profit)    *\$100 per 2 hours*    \_\_\_\_\_

Half Gym (2-hour Adult/Commercial)    *\$175 per 2 hours*    \_\_\_\_\_

Half Gym (Full Day Youth/Non-Profit)    *\$325 per day*    \_\_\_\_\_

Half Gym (Full Day Adult/Commercial)    *\$485 per day*    \_\_\_\_\_

**Total Due at Time of Booking:** \_\_\_\_\_

\*Fees plus additional staffing fees may apply

\*\*Additional fees may be required due to the number of participants and optional rental gear

## RECREATION CENTER FACILITY USE REQUEST

The UNDERSIGNED, having represented to the Teton County/Jackson Parks and Recreation Department that the foregoing is a true and correct statement of the intended use of the facility set for the above, hereby agrees for himself/herself and for the applicant entity or sponsoring agency to the following conditions for the issuance of a permit for the use of such facility:

1. **Use:** The use of the facility shall be on the date, at the times, and solely for the activities and purposes approved herein and for no other use or purpose whatsoever.
2. **Deposit:** If a deposit is required, it will be refunded after usage. The department reserves the right to keep any and all of the deposit to cover the cost of any cleaning, repairs, replacement, trash removal or other expense incurred by the Teton County/Jackson Parks and Recreation Department as a result of the applicant's failure to perform strictly under the terms of this agreement and to leave the facility in the condition in which it was found.
3. **Compliance:** Applicant agrees that any use made of the property or facilities referred to herein and any erection of structures, construction, moving of any equipment, vehicles, or the performance of any other work shall be accomplished in a manner approved by and satisfactory to Teton County/Jackson Parks and Recreation Department.
4. **Observance of Laws and Standard of Care:** Under this Agreement, the applicant shall comply with all applicable state, municipal, local laws, and park rules and regulations and shall observe a standard of care which avoid any injury to or inconvenience of the public or other users of the facility. Applicant shall assure that the use of the facility shall not constitute a nuisance or breach of the peace and understands that the undersigned Applicant shall be personally responsible and liable for any breach of this term.
5. **Damage:** The Applicant shall not alter, destroy, displace, or damage the facility or any property located thereon, and shall promptly replace, return, repair and restore any such property to a condition satisfactory to the Teton County/Jackson Parks and Recreation Department in a clean and sanitary condition.
6. **Indemnification:** The applicant, for himself/herself and for any agency or other entity which he/she represents, expressly agrees to defend, indemnify and save harmless the Teton County/Jackson Parks and Recreation Department, its board members, directors and employees, and the public officials and employees of the Town of Jackson and the county of Teton, Wyoming from, and against any and all loss, damage, claim of liability whatsoever, including claims for negligent acts or omissions, arising from personal injury, death, or damage to property of the Applicant and the entity that he/she represents, from any or their employees or other persons directly or indirectly affiliated therewith, or from any the guests, invite or licensees of the Applicant due to the exercise of the privileges granted in the Agreement.
7. **Insurance:** Should the applicant be required to provide liability insurance, it shall cause the Teton County/Jackson Parks and Recreation Department to be a name insured thereunder.
8. **Expenses:** Any cost, expense or liability connected with or in any manner incident to the granting of the permit shall be borne by the Applicant and any entity that he/she represents, shall agree to pay all costs arising out of the breach thereof, including a reasonable attorney's fee, which may be incurred in the collection of any sums due.

Signed and agreed by: \_\_\_\_\_

*Applicant*

\_\_\_\_\_

*Date*