



CITY OF GLOBE
REQUEST FOR USE OF CITY BUILDINGS AND FACILITIES



Request for the use of _____
 Date(s) and Hours facility to be used: _____ AM/PM to _____ AM/PM
 _____ AM/PM to _____ AM/PM

Requested by: _____
 Representing: _____
 (Name of the Corporation, Business, or Private Organization Sponsoring a Special Event)

Requester's Address: _____
 Contact Person and Phone Number: _____

Purpose of use: _____

The undersigned user of City Facilities hereby agrees to:

1. Observe the rules and regulations for the use of City of Globe facilities as established by the City.
2. Assume full responsibility for all losses or damages to the City property resulting from such use and to pay the City for its costs to recover the losses and repair the damage caused by the user.
3. Assume full responsibility for personal injury sustained by any person as a result of such use and waive all City liability.
4. Pay the usual and customary fee for such use as established by the City (Attached).
5. If the user is a corporation, business, or private organization sponsoring special event (such as, but not limited to tournaments, concerts, reunions etc.); furnish proof of \$1,000,000.00 liability insurance naming the City of Globe as the additional party insured and holder of the certificate of insurance issued –at least five (5) working days before the said event.
6. The user, on behalf of all participants using the City property, shall indemnify, defend and hold harmless the municipality and its officials, employees and agents from and against any and all liabilities, judgments, settlements, losses, costs or charges (including attorneys fees) incurred by the municipality and/or any of its officials, employees or agents as a result of any claim, demand, action, or suit relating to any bodily injury (including death), loss of property, damage caused by, arising out of, related to, or associated with the use of City Facilities pursuant to this agreement.

I/WE _____ HAVE RECEIVED, READ, AND AGREE TO, A COPY OF THE RULES AND REGULATIONS FOR THE USE OF CITY OF GLOBE FACILITIES. BY SIGNING BELOW, I AGREE TO COMPLY WITH ALL PROVISIONS OF THIS AGREEMENT/APPLICATION AND WILL BE RESPONSIBLE FOR THIS ACTIVITY. I/WE ALSO UNDERSTAND THAT THE CITY RESERVES THE RIGHT TO DENY THIS REQUEST AND THAT THE CITY'S DECISION IN THIS MATTER IS FINAL AND NOT SUBJECT TO ANY APPEAL.

 (SIGNATURE OF RESPONSIBLE INDIVIDUAL OR INDIVIDUAL) (Date Signed)

THIS APPLICATION HAS BEEN _____ APPROVED _____ DENIED

 (City Manager)



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ALL PERSONS UTILIZING CITY BUILDINGS OR FACILITIES MUST ABIDE BY THE FOLLOWING RULES AND REGULATIONS:

- NO APPLIANCES, EQUIPMENT, OR ANY SUPPLIES SHALL BE REMOVED, RELOCATED, USED, ALTERED OR ADJUSTED WITHOUT SPECIFIC PRIOR WRITTEN AUTHORIZATION FROM THE CITY'S DESIGNATED REPRESENTATIVE
 - NO LIQUOR / ALCOHOLIC BEVERAGES SOLD OR SERVED WITHOUT APPROPRIATED LIQUOR LICENSE OR LIQUOR SERVING PERMIT
 - ALL FURNISHING USED, REARRANGED, OR DISTURBED FOR THE EVENT WILL BE PLACED BACK IN THE MANNER FOUND PRIOR TO THE EVENT
 - NO FOOD OR OTHER SUPPLY ITEMS, IN ANY FORM OR CONTAINER, BELONGING TO THE CITY SHALL BE REMOVED, REARRANGED, OR USED FROM THE REFRIGATORS OR OTHER STORAGE AREAS; THE USER SHALL BE RESPONSIBLE TO PAY FOR THE ITEMS REMOVED, USED, BROKEN, SPOILED, OR DAMAGED OR MADE UNUSABLE
 - ALL GARBAGE, TRASH, AND OTHER WASTE ITEMS GENERATED DURING THE EVENT OR THE ITEMS BROUGHT TO THE CITY BUILDING OR FACILITY BY THE USER FOR THE EVENT WILL BE REMOVED PROMPTLY PRIOR TO TURNING THE PREMISES OVER TO THE CITY IN CLEANED AND GOOD CONDITION
 - NO PERSON/GROUP SHALL UTILIZE, ANY PORTION OF CITY PROPERTY FOR REVENUE PRODUCING ACTIVITIES OR SOLICIT FUNDS FOR ANY BUSINESS, OR FOR ANY ACTIVITY INVOLVING PUBLIC ASSEMBLY, EXHIBITS, CONCERTS OR ENTERTAINMENT WITHOUT FIRST OBTAINING A PERMIT ISSUED BY THE CITY
 - RESERVATIONS FOR THE USE OF CITY BUILDINGS AND FACILITIES SHALL BE ISSUED ON A FIRST COME, FIRST SERVED BASIS ONLY
 - AUTOS, TRUCKS, VANS, OR OTHER MOTORIZED VEHICLES MAY NOT BE DRIVEN ON OR PARKED UPON ANY OFF-ROAD AREAS
 - INDIVIDUAL(S)/GROUPS WILL BE HELD LIABLE FOR ANY DAMAGES CAUSED TO CITY FACILITIES, PROPERTY OR EQUIPMENT. THE CITY OF GLOBE WILL NOT BE HELD LIABLE FOR ANY INJURIES
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