

River Heights City  
520 South 500 East  
435-752-2646

## Pavilion Use Policy

Group Representative\*: \_\_\_\_\_ Phone # \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Date of Reservation: \_\_\_\_\_ Hours\*\* : \_\_\_\_\_ # of People: \_\_\_\_\_

\*Must be at least 21 years old. \*\*Between the hours of 7 a.m. and 9 p.m.

River Heights City is dedicated to serving its citizens and allowing them to use the City Pavilion. In order to maintain a secure and well maintained facility the following Pavilion Use Policy has been established and must be followed.

### Deposits, Fees, and Cancellations:

- A per day pavilion use fee will be charged to groups wishing to use the pavilion for personal events, such as family gatherings, socials, or private club meetings.
- The pavilion will be cleaned prior to your reservation. However, the city can't guarantee the cleanliness of the facility at the time of your reservation.
- A deposit will be required in addition to the pavilion use fee.
- A cancellation less than 3 days before reservation will result in a forfeit of the rental fee. The deposit is still refundable.
- The deposit may be returned within 10 days after the inspection verifies that no property damage has occurred, that no City property is missing, there has been no violation of the rental agreement rules, and the facility is left clean and in orderly condition. River Heights City reserves the right to withhold all or part of the deposit for any violation of this rental agreement or for any costs incurred to the City.
- Any damage over the deposit amount will be charged to your credit card.
- Deposit refunds will be applied back to your credit card. You will receive a receipt by email.
- Failure to be out of the facility on time may incur an additional fee, which may be withheld from your deposit or charged to your credit card.
- Fees will be assessed as follows (credit card only)

Deposit	\$50
Pavilion use fee	
Resident	\$25
Non-resident	\$50

(over)

**Pavilion Use:**

- The volleyball court, gazebo, tennis courts, playground, ball diamond, and soccer fields are not included in the pavilion rental but, can be used upon availability. Blow ups and slip and slides are allowed by approval only.
- Tennis courts are for **tennis only**. No bikes, skateboards or toys allowed.
- No use or consumption of alcoholic beverages or illicit drugs will be permitted on City property.
- Smoking is not permitted on City property.
- No pets allowed on City property.
- No climbing on city building facilities.
- Adhere to “No Parking” areas.
- No grease dumping.
- All trash should be cleaned up and disposed of.
- Trash cans will **not** be provided, however, the dumpster in front of the City Shop is available.

**Lost or Stolen Property:**

- The City of River Heights will not be responsible for the loss or damage of equipment, personal belongings, or other items owned or used by the group using the pavilion.
- Items left for more than 60 days will be utilized or discarded as deemed proper by the City staff.

**IN THE EVENT OF AN EMERGENCY CALL CLAYTEN NELSON AT 213-6948**

Groups and individuals using the facilities shall abide by all laws and regulations, including fire and safety regulations and Municipal Code restrictions pertaining to the use of the facility. Any group violating the regulations and conditions governing the use of the facility shall be subject to immediate revocation of facility use privileges and the City will retain all fees previously paid. Groups or individuals that fail to comply or violate River Heights City rules or regulations shall not be permitted future use without prior approval of the River Heights Council.

I understand that River Heights City assumes no responsibility or liability for accidents or injuries arising from activities conducted at the City Park and Pavilion. **I agree to pay for damages that occur to the facility, including costs exceeding the amount of the deposit.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Staff Initials

**Office Use only:**

Rent Paid: \_\_\_\_\_

Date: \_\_\_\_\_

Deposit Paid: \_\_\_\_\_

Date: \_\_\_\_\_

Deposit Refunded \_\_\_\_\_

Date: \_\_\_\_\_