

Reservations...

Rules...

Regulations...

Reservations: Reservations requests may be made by calling 871-4996 or 871-4104 during normal business hours, 7:30 a.m. - 4:30 p.m., Monday through Friday. **The P.E.E.P. Building (Parker Exploratorium Environmental Park) will only be reserved for an event once the rental fee of \$53.25 (tax included) plus the security deposit of \$25.00 for a total of \$78.25 has been received.** The security deposit will be returned in the form of a check mailed to the person(s) paying the fee, when the key is returned, and it is determined the facility was left in serviceable condition for the next scheduled use.

Cancelled: There is a \$15.00 administration fee for cancellations.

Rules and Regulations: The person(s) making the reservation for the P.E. E. P. Building will be responsible for the following: The building is designated as a **non-smoking** facility with a capacity not to exceed 50.

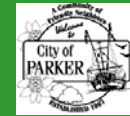
- ◇ **Absolutely NO alcohol or drugs allowed on the premises**
- ◇ All music outside the building is prohibited, including DJ's, karaoke machines, car stereos, etc. Music inside the building must be kept to a level consistent with the City Codes. **The Parker Police Department will respond if complaints are received pertaining to loud music.**
- ◇ No alterations to this building shall be done, such as driving nails, pins, or other objects into the floor, walls, ceiling, doors, or other parts of the building.
- ◇ The City or Parker retains the right to enter the building at any time during the use of its facilities.

Rules continued...

- ◇ The renter shall indemnify, and hold harmless the City from any damage, injury or loss, resulting from the use of the facilities.
- ◇ Folding chairs will be stacked back in an appropriate area against the wall. Tables will be placed "top to top" to avoid damage to the table tops, and stacked along side the chairs.
- ◇ The person(s) renting the building shall be responsible for all damages and/or losses which might occur to the furniture, fixtures, and equipment in the facility, the grounds, and to the building itself.
- ◇ Immediately after the event for which the building was rented, the renter shall see that the floor is swept and mopped if necessary.
- ◇ If the kitchen facilities are used, see that all appliances are clean and turned off. Exception: **Do not turn off refrigerator.**
- ◇ Empty all garbage containers (including bathrooms), and deposit the garbage and other trash in the container outside. Containers must be clear and clean of garbage/trash when placed back in the building.
- ◇ Turn off all lights, and place the controls of the thermostats for air conditioning to 78 degrees or heat to 65 degrees
- ◇ All children and teenage activities, of any kind, shall be properly attended and supervised by adults.
- ◇ Secure all doors, and windows, prior to leaving.
- ◇ Please make sure the breaker bars are not repositioned.

The City **does not** furnish cleaning supplies. The **P.E.E.P. Building** is for your use and enjoyment. Please help us to maintain the building and equipment in good serviceable condition for your enjoyment and that of others. Failure to abide by these previously-described instructions and rules will restrict your use of the facility in the future.

Your full cooperation is appreciated.



PARKER CITY

**P.E.E.P. Building
4700 Lake Dr
Parker, FL 32404**

Parker
Exploratorium
Environmental
Park



☆☆☆☆☆☆☆☆☆☆☆☆☆☆☆☆☆☆☆☆

☆ **City Council** ☆

☆ Rich Musgrave, Mayor ☆

☆ **Council Members** ☆

☆ Ronald Chaple ☆

☆ John Haney ☆

☆ Ken Jones ☆

☆ Michael Miller ☆

☆☆☆☆☆☆☆☆☆☆☆☆☆☆☆☆☆☆☆☆

City of Parker
1001 West Park Street
Parker, FL 32404

Phone: 850-871-4949
Fax: 850-871-6684

CITY OF PARKER

1001 WEST PARK STREET PARKER, FLORIDA 32404
TELEPHONE (850) 871-4949 FAX (850) 871-6684

P.E.E.P. (Parker Exploratorium Environmental Park) Building
LIABILITY RELEASE FORM

I, _____, (Print Name) release the City of Parker from any and all liabilities that may be incurred while renting the **P.E.E.P. Building**. I understand that I am solely responsible for any damages or injuries that may occur while using the building or grounds and for paying all costs associated with these damages, including charges incurred by the City for legal expenses. The City of Parker retains the right to enter the building at any time during use. The renter shall indemnify and hold harmless the City from any damage, injury or loss, resulting from the use of the facilities.

I have read and acknowledge understanding and receipt of the rules governing the use of these facilities and agree to abide by the same. I also understand that if I cancel this booking there will be a \$15.00 administrative fee. All functions must end at 9:00 p.m. and the building must be cleaned and secured no later than 10:00 p.m. on the day of use. **Make checks payable to: City of Parker.**

Please Print Form

_____	_____	_____
Date of event	Type of event (wedding, reunion, etc.)	Hours of use: From _____ To _____
_____	_____	_____ / _____
Name of person making reservation	Address of person making reservation	Phone Numbers (including emergency number)
_____	_____	_____
Driver's License Number or ID Number	City, State, Zip	Signature of person making reservation
KEYS MUST BY PICKED UP BY:	_____	_____
	Date	Time

Official City Purpose Only

_____	\$	_____	\$	_____	\$	_____	\$	_____	_____	_____	#	_____	_____
Date	Deposit	Rental fee	Sales Tax 6.5%	Total Amount	Method of Payment:	Check#	Cash	Assignment of key	Date Notified	Public Works			

_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Inspected completed by	Comments											Date key returned	

Refund of Deposit													
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Date of request	Check number	Date mailed						Address refund mailed to					
_____												_____	_____
Signature of City Staff												Date	