



Dougherty County

Robert Cross Park Multipurpose Facility

Rental Application



Event Date(s) _____ Event Start Time _____ End Time _____
 (These hours include all setup and cleanup time.)

Purpose of Rental/Type of Activity: _____ Estimated # of attendees _____

Individual or Organization Name: _____

Address/City/State/Zip: _____

Responsible Renter's Name _____

Title: _____

(Must be at least 21 years of age)

Renter's Primary Phone#: _____ Secondary Phone #: _____

Third Contact Phone#: _____

Policies and Procedures for Use of Facility

- *Usage may include but is not limited to Family Reunions, Weddings, Group Meetings, Class Reunions, etc. All requested reservations must be pre-approved by the Public Works Director. Any event advertised to the public requires a \$ 1 million liability insurance policy.*
- *No smoking is permitted indoors.*
- *No illegal drugs or any alcoholic beverages are allowed in the Park/Facility.*
- *Tables and Chairs are not to be removed from the Facility. Additional tables and chairs will be the responsibility of the renter.*
- *No decorations may be attached to walls with tape, glue, tacks or any other such device.*
- *The Facility shall be swept and cleaned in order to receive the cleaning & damage deposit. All food items must be removed from the refrigerator and disposed of properly. All trash should be disposed of appropriately in the provided on-site dumpster.*
- *County staff will open the building at the beginning of your event and will periodically check the building during the event. In case of emergency, you can contact them through the on-call phone # 229-317-2524 or dial 911.*
- *All events must be completed by closing time, including cleanup time, or additional fees will be imposed. Fees to be determined by the Public Works Director.*
- *The Facility will be inspected after each event. Refund of the cleaning & damage deposit will be made within two weeks after use of the facility unless damage is found. Renter will be responsible for any property damage occurring as a misuse of the facility. Repair costs will be deducted from the damage deposit. Any damage costs that exceed the \$200 deposit will be billed to the renter.*

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