

TIMBER LANE UTILITY DISTRICT
Application for Use for Special Event

This is a request for use for special event of the Timber Lane Meeting Building, Timber Lane Park, Liberty Park, Sandpiper Park, Cypress Creek Park, Herman Little Park, Liberty Park Community Center or Spring Community Playground (which includes ball/soccer field reservations and pavilion reservations). **This application is not complete unless accompanied by a refundable security deposit (\$100 for non-profit, public service; \$250 all others) and use fee (if applicable) and approval by a representative of Timber Lane Utility District. Make checks payable to Timber Lane Utility District.**

Request for Use of: (circle one)

Meeting Building (\$125), Timber Lane Park, Sandpiper Park, Cypress Creek Park,
Herman Little Park, Liberty Park, Community Center (\$75) or Playground

(applicable use fees indicated)

Applicant's Name: _____ Organization: _____

Applicant's Address: _____

Applicant's Phone Number: (home) _____ (work) _____

Description of Special Event: _____

Date of Special Event: _____

Time of Special Event (four hour maximum): from _____ to _____

Number of Persons Expected to Attend Special Event: _____

Will outside vendors or contractors be used? If so, please describe, and give name and telephone number of each vendor or contractor: _____

Will loudspeakers be used? yes no

The undersigned Applicant acknowledges receipt of a copy of the Rules and Regulations for Timber Lane Utility District Parks and Recreation Areas (the "Rules") or Policies and Procedures for Timber Lane Meeting Building or Liberty Park Community Center ("Policies"), and Applicant agrees to abide by the Rules and Policies and to make every effort to ensure that all guests attending the Special Event and any vendors or contractors used in the Special Event abide by the Rules and Policies. Applicant is responsible for any damage to District property done by Applicant, guests, vendors, contractors, agents and invitees during the Special Event. The deposit will be forfeited if District property is damaged, or if the District facilities are not properly cleaned following the event. Timber Lane uses video surveillance equipment at its facilities to monitor compliance.

Applicant agrees to indemnify and hold harmless Timber Lane Utility District, its officers and agents against any and all claims, demands, or causes of action which may arise out of or result from the use of the facilities described in this Application for Use for Special Event, including, but not limited to those claims, demands, and causes of action involving personal injury, death or property damage.

Applicant understands that alcoholic beverages are prohibited in the Timber Lane Meeting Building, Timber Lane Park, Liberty Park, Sandpiper Park, Cypress Creek Park, Herman Little Park, and all District Recreation Areas. Applicant will forfeit the deposit and the remaining reservation time if anyone at the Special Event is found with alcoholic beverages.

Signature of Applicant

Date

Special Event use of Timber Lane Meeting Building, Timber Lane Park, Liberty Park Community Center or Spring Community Playground is approved by Timber Lane Utility District.

Amt. of deposit _____

Peace officers required? yes no

Deposit paid? yes no

Liability insurance required? yes no

Use fee paid (if applicable)? yes no

Loudspeakers approved? yes no

TIMBER LANE UTILITY DISTRICT

By _____

Date _____

For information on availability and reservation of facilities, call 281-353-4445

In the event of an emergency, call Constable Dispatch at 281-376-3472