



APPLICATION & PERMIT FOR USE OF JUNO BEACH TOWN CENTER

ORGANIZATION / NAME OF APPLICANT: _____

ADDRESS / CITY/ STATE & ZIP: _____

PHONE: () _____ DATE & TIME REQUESTED: _____

PURPOSE: _____ # OF ATTENDEES: _____

FINANCIAL: DEPOSIT REC'D. / DATE: _____ BALANCE REC'D. / DATE: _____

SECURITY DEPOSIT REC'D. / DATE: _____ CLEANING FEE REC'D. / DATE: _____

*SECURITY DEPOSIT RETURNED / DATE: _____ INSPECTION COMPLETED BY / DATE: _____

(*SECURITY DEPOSIT WILL BE REFUNDED AT THE DISCRETION OF THE TOWN MANAGER)

TOWN EMPLOYEE: (3-HOUR MINIMUM; 1 ADDITIONAL HOUR REQUIRED BEYOND LENGTH OF EVENT)

HOURS REQUIRED: _____ AMOUNT DUE: \$ _____ DATE REC'D: _____

HOLD HARMLESS/INDEMNIFICATION: IN CONSIDERATION OF THE TOWN OF JUNO BEACH GRANTING THE APPLICANT'S REQUEST TO USE THE TOWN CENTER, APPLICANT AGREES TO INDEMNIFY, SAVE AND HOLD HARMLESS THE TOWN, ITS OFFICERS, AGENTS, EMPLOYEES AND OFFICIALS FROM AND AGAINST ANY AND ALL CLAIMS, LIABILITIES, DAMAGES, CAUSES OF ACTIONS AND JUDGMENTS OF ANY TYPE WHATSOEVER ARISING OUT OF OR RELATED TO THE APPLICANT'S USE OF THE TOWN CENTER, INCLUDING REASONABLE ATTORNEY'S FEES AND COSTS SUSTAINED BY THE TOWN AT BOTH THE TRIAL AND APPELLATE LEVELS. NOTHING CONTAINED HEREIN SHALL BE CONSTRUED AS A WAIVER THE TOWN'S SOVEREIGN IMMUNITY RIGHTS OR THE LIMITATIONS OF LIABILITY SET FORTH IN SECTION 768.28, FLORIDA STATUTES.

INSURANCE REQUIREMENT: PROOF OF INSURANCE COVERAGE IS REQUIRED.

INTENT & POLICY: IT IS THE INTENT OF THE TOWN OF JUNO BEACH TO PROVIDE A FACILITY FOR GATHERINGS OR MEETINGS FOR THE BENEFIT OF THE LOCAL COMMUNITY.

RENTAL OF THE FACILITY WILL ONLY BE GRANTED TO A TOWN RESIDENT, A TOWN HOA/POA, A TOWN BUSINESS, A CIVIC ORGANIZATION, A TOWN EMPLOYEE, OR A GOVERNMENTAL ORGANIZATION. THE APPLICANT MUST BE ABLE TO SHOW PROOF OF QUALIFYING FOR ANY OF THE ABOVE CLASSIFICATIONS. FUND RAISERS WILL BE ALLOWED FOR NON-PROFIT, COMMUNITY-SERVICE ORGANIZATIONS ONLY.

THE TOWN MANAGER RESERVES THE RIGHT TO IMPOSE ADDITIONAL REQUIREMENTS DEEMED NECESSARY FOR THE PROTECTION OF THE TOWN AND ITS PROPERTY, TO WAIVE ANY FEES OR REQUIREMENTS, TO WITHHOLD THE RETURN OF A SECURITY DEPOSIT, OR TO DENY AN APPLICATION FOR RENTAL OF THE FACILITY AT ANY TIME.

I UNDERSTAND THE ATTACHED CONDITIONS AND AGREE TO ABIDE BY SAME.

_____ DATE: _____

APPLICANT'S SIGNATURE

WITNESS'S SIGNATURE

THIS APPLICATION IS MADE WITH THE UNDERSTANDING THAT ANY PERMIT ISSUED SHALL BE SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

A. FEES:

1. RENTAL FEE (NON-FOOD EVENTS).....\$750.00 PER DAY
2. RENTAL FEE (FOOD EVENTS – RESIDENTS AND EMPLOYEES)..... \$750.00 PER DAY
3. RENTAL FEE (FOOD EVENTS—CORPORATIONS/ORGANIZATIONS/NON-RESIDENTS)....\$1,500.00 PER DAY
4. SECURITY DEPOSIT FOR NON-FOOD EVENTS (CASH)*..... \$1,000.00 PER DAY
5. SECURITY DEPOSIT FOR FOOD EVENTS (CASH)*\$1,500.00 PER DAY
6. RESERVATION DEPOSIT TO RESERVE DATE\$100.00
7. JUNO BEACH TOWN EMPLOYEE (REQUIRED)CURRENT RATE
(3 HOUR MINIMUM)
8. CLEANING SERVICE FEECURRENT RATE

**RETURN OF SECURITY DEPOSIT REFUNDABLE AFTER USE AT THE DISCRETION OF THE TOWN MANAGER.*

B. RESERVATIONS: Reservations will be handled through the office of the Town Clerk. If a party wishes to cancel a reserved date, the \$100.00 prepayment will be returned in full if cancellation is received prior to the reserved date.

C. PAYMENT PROCEDURES: Rental and reservation fees may be made by check. All checks must be made payable to the Town of Juno Beach and delivered no less than 10 business days prior to the event. The security deposit must be in CASH only and must be received prior to the start of the event.

D. RULES & REGULATIONS:

1. TOWN OF JUNO BEACH MEETINGS AND/OR ACTIVITIES TAKE PRIORITY.
2. ACTIVITIES ARE LIMITED TO 75 PERSONS.
3. APPLICANT MUST BE AT LEAST 18 YEARS OF AGE.
4. APPLICANT AND ALL MEMBERS OF ITS PARTY WILL COMPLY WITH ALL STATUTES, LAWS, ORDINANCES, RULES AND REGULATIONS OF THE FEDERAL, STATE, COUNTY AND TOWN GOVERNMENTS.
5. ALL PERSONAL PROPERTY PLACED ON OR IN THE FACILITY SHALL BE AT THE RISK OF THE APPLICANT.
6. THE PIANO MAY NOT BE USED.
7. ANY OUTSIDE ENTERTAINMENT MUST BE APPROVED BY THE TOWN MANAGER. ALL MUSIC MUST BE INSIDE THE BUILDING WITH NO OUTSIDE SPEAKERS.
8. THE RECEPTIONIST DESK AREA IN THE LOBBY IS A RESTRICTED AREA AND CANNOT BE USED.
9. COOKING ON THE PREMISES IS NOT PERMITTED.
10. APPLICANT AND ALL MEMBERS OF ITS PARTY WILL NOT TOUCH THE ARTWORK. THE COST OF ANY DAMAGED ARTWORK WILL BE THE SOLE RESPONSIBILITY OF THE APPLICANT.
11. ALL GARBAGE MUST BE REMOVED FROM THE PREMISES BY THE APPLICANT AFTER COMPLETION OF THE ACTIVITY. (THERE IS NO DUMPSTER ON-SITE).
12. ONLY THE FOLDING CHAIRS AND TABLES MAY BE USED AND THEY MUST BE RE-STACKED IN THE STORAGE ROOM. (GREEN CLOTH CHAIRS MAY NOT BE USED.)
13. ALL KITCHEN ITEMS INCLUDING TABLE CLOTHS ARE TO BE PROVIDED BY THE APPLICANT.
14. APPLICANT ACCEPTS THE FACILITY (BUILDING AND GROUNDS) IN ITS PRESENT CONDITION AND AGREES TO RETURN SAME IN A CLEAN AND ORDERLY CONDITION, FREE FROM LITTER AND DAMAGE. THE TOWN RESERVES THE RIGHT TO RETAIN ALL OR PART OF THE SECURITY DEPOSIT SHOULD IT BECOME NECESSARY TO REPAIR DAMAGES OR CLEAN THE FACILITY.
15. ALL EVENTS THAT ARE HELD AT THE TOWN CENTER MUST END NO LATER THAN 10:00 PM ON MONDAY THROUGH THURSDAY AND 11:00 PM ON FRIDAY AND SATURDAY.
16. A JUNO BEACH TOWN EMPLOYEE MUST BE PRESENT AT THE EVENT. THIS APPLIES TO BOTH DAY AND EVENING HOURS. THIS TOWN EMPLOYEE WILL BE PRESENT ONE-HALF HOUR BEFORE THE ACTIVITY AND ONE-HALF HOUR AFTER EVERYONE LEAVES THE PREMISES. THE COST OF THE TOWN EMPLOYEE WILL BE AT THE CURRENT RATE WITH A 3-HOUR MINIMUM TO BE PAID BY APPLICANT.
17. ANY VIOLATION OF THIS AGREEMENT AND/OR ITS REQUIREMENTS WILL CAUSE FORFEITURE OF ENTIRE SECURITY DEPOSIT AND LOSS OF ADDITIONAL MONIES DUE TO ADDITIONAL DAMAGE. VIOLATIONS OF THIS AGREEMENT AND/OR ITS REQUIREMENT MAY ALSO RESULT IN CIVIL OR CRIMINAL LIABILITY.