



City of Pembroke

"A Historic Railroad Town"

Reservation Application

City of Pembroke Recreational Pool

91 Lanier St. Pembroke, GA 31321
912-653-4484



JUDY B. COOK
Mayor

PAUL A. FLOYD
City Administrator

SHARROLL FANSLAU
Clerk/Treasurer

DANA BRAUN
City Attorney

ROBERT F. PIRKLE
Municipal Court Judge

JOHNNIE A. MILLER, SR.
Mayor ProTem
Councilmember - District 1

KAREN LYNN
Councilmember - District 2

DIANE MOORE
Councilmember - District 3

TIFFANY M. WALRAVEN
Councilmember - District 4

ERNEST HAMILTON
Councilmember-At-Large

Date of Event: _____ Time: From _____ to _____ Number Attending: _____
(8 a.m. to 11 p.m. Maximum)

Type of Event: _____

Group or Organization: _____

Applicant's Name: _____

Physical Address: _____

Phone No.: _____ Cell No.: _____

FEE: \$50 per hour for events that are scheduled during normal business hours and request the pool NOT be opened to the public.
\$35 per hour for rentals scheduled after normal business hours.
Two hour minimum is required on all pool parties.
All parties require a one week advance notice to reserve.
If there are more than 15 in your party, then there will be an additional \$10 fee per 15 people.

Applicant agrees to hold the City of Pembroke, its Officers, and Employees harmless from any claim whatsoever (including legal fees, court costs, damages, losses, etc.) as a result of this agreement. The **Applicant further agrees to return to the City any keys provided by the City, and to leave the premises in a condition equal to or better than the condition exiting immediately prior to use, including removal from the premises of all rubbish, garbage, and litter.** Applicant understands that upon cancellation of this reservation no later than the fourth calendar day proceeding the first day of the reserved use, the User Fee shall be refunded. Upon cancellation after the fourth day proceeding the day of use, the applicant forfeits the User Fee Deposit.

Applicant's Signature

Date

Print Name

OFFICE USE ONLY:

Rental Fee Check # _____ Date: _____

Received By: _____

After use inspection:
Acceptable Unacceptable

Comments: _____



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J. DIXIE HARN COMMUNITY CENTER REGULATIONS



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THE PARTY RENTING THE J. DIXIE HARN COMMUNITY CENTER IS RESPONSIBLE FOR FOLLOWING THE RULES AND REGULATIONS WHILE USING THE COMMUNITY CENTER:

_____ **NO SMOKING, DRUGS, WEAPONS, ALCOHOL OR ADMISSION FEES ARE ALLOWED. A POLICE OFFICER MAY PATROL THE CENTER BEFORE, DURING, AND AFTER FOR YOUR EVENT.**

_____ **PLEASE DO NOT ATTACH DECORATIONS WITH SCOTCH TAPE OR TO THE CEILING OR YOU WILL FORFEIT YOUR DEPOSIT.**

_____ **PLEASE DO NOT ADJUST THE HEATING AND A/C THERMOSTAT.**

_____ **GARBAGE IS TO BE DISPOSED OF IN THE BLUE GARBAGE CANS ON PARK PROPERTY.**

_____ **THE FLOOR IS TO BE SWEEPED AND MOPPED (CLEAR WATER ONLY, CHEMICALS WILL DAMAGE FINISH).**

_____ **BATHROOMS ARE TO BE CLEANED.**

_____ **THE KITCHEN IS TO BE CLEANED AND DISHES & FOOD REMOVED. THIS INCLUDES THE REFRIGERATOR, STOVE, MICROWAVE AND ALL COUNTERS.**

_____ **CLEAR OUTSIDE PREMISES OF DEBRIS.**

_____ **TURN OFF LIGHTS IN BUILDING.**

_____ Any **CRIME** committed by the renter or any person on the property may be charged with the offence and the renter may be charged with being a party of a crime.

WE APPRECIATE YOUR RENTAL OF OUR CENTER AND REQUEST THAT YOU CLEAN-UP THE COMMUNITY CENTER THE SAME DAY YOU RENT THE CENTER AS OTHER EVENTS MAY BE SCHEDULED FOR THE FOLLOWING DAY. THE CENTER WILL BE CHECKED AFTER EACH EVENT FOR COMPLIANCE OF THE ABOVE REGULATIONS. IF ANY DAMAGE IS REPORTED, THE APPLICANT RENTING THE CENTER WILL BE RESPONSIBLE.

I DO HEREBY CERTIFY THAT I AM 18 YEARS OF AGE OR OLDER AND HAVE READ AND UNDERSTAND THAT BY SIGNING THIS AGREEMENT THAT I AM PERSONALLY RESPONSIBLE FOR THE FACILITY AND ANY DAMAGES THAT OCCUR AND I AGREE TO THE ABOVE REQUIREMENTS.

SIGNED _____ DATE _____