

CONTRACT
GATEWAY PARK LODGE
625-2300 / 625-4734

The lodge has large outdoor decks and approximately 5,800 square feet of heated and cooled space, including restrooms. Tables and chairs are available to accommodate 250 (seated). There is a caterer's kitchen for warming only (no cooking), with sink and counter space. A large fireplace with gas logs is located in the main room. Also, just off the main room is an octagonal club tower with an in-the-round serving bar. No band or P.A. equipment is furnished. **ALCOHOL IS ALLOWED INSIDE THE BUILDING BUT OTHERWISE IS PROHIBITED ON THE PREMISES. FISHING FROM THE DECK PIER IS PROHIBITED.**

THE FOLLOWING RULES AND REGULATIONS WILL APPLY TO PERSONS USING GATEWAY PARK LODGE FACILITIES:

1. The Lodge is maintained by the City of Montgomery Parks and Recreation Department. To ensure such use, a contract must be signed and a fee must be paid to the Administrative Office at Oak Park.
2. **WEEKDAY RATES**
Any 6 hours between 8am – midnight is \$600. This includes set-up and break-down time. Every hour after the first six hours will be \$100 for each additional.

WEEKEND (FRIDAY 5:00 P.M. THROUGH SUNDAY MIDNIGHT) & HOLIDAYS

Any 6 hours between 8am – midnight is \$800. This includes set-up and break-down time. Every hour after the first six hours will be \$100 for each additional.

A \$100.00 NON-REFUNDABLE DEPOSIT (WHICH IS APPLIED TO THE RENTAL FEE) PAID WHEN SIGNING A CONTRACT TO CONFIRM A DATE. (SEE INVOICE)

CANCELLATION NOTICE: To receive a refund you must provide a written notice at least 30 days in advance. ALL CANCELED RESERVATIONS WILL BE CHARGED A \$50.00 PROCESSING FEE.

3. **SECURITY: THE LODGE IS ROUTINELY PATROLLED BY MPD; HOWEVER GROUPS OF OVER 150 MAY REQUIRE OFF-DUTY POLICE OFFICERS ON SITE AT AN ADDITIONAL COST. THIS ADDITIONAL COST, WHICH WILL BE PREDETERMINED, WILL BE PAID DIRECTLY TO THE POLICE OFFICERS ON DUTY AT THE TIME. THE CONTACT NUMBER FOR THE POLICE IS AVAILABLE THRU THIS OFFICE.**
****ONE SECURITY PERSON REQUIRED FOR EVERY 25 MINORS****
4. In the event of damage to the building and/or contents, the group will be held responsible for repairs or replacement of equipment.
5. There shall be no merchandising or commercial use of the facility and no solicitation or admission charge shall be required of those attending functions of lease parties. _____ **INITIAL**

CONTINUED

6. Amusement rides or equipment, such as miniature train, space walk and dunking booths are permitted on Lodge property if and only if the renting party provides an insurance policy holding the City harmless for any injuries that occur, as well as indemnifying the City if the property causes any injury. This policy must be in the amount of at least One Million Dollars (\$1,000,000.00) and the insurance company must add the City as Additional Insured. A copy of this policy must be submitted to this office within 30 days of rental. Users are allowed to bring portable grills, volleyball, badminton, horseshoe equipment, etc.
7. The City of Montgomery, Parks and Recreation Department, and any agents of the City shall not be held responsible for any injury to any person resulting from the use of the Lodge facility. Further, we understand that the City of Montgomery, its officers, and employees are not liable for injury or loss of property and do hereby waive and release all rights and claims for damages sustained in connection with said event.
8. Other chapters and sections of the City of Montgomery Code; 1964, applying to the use of buildings are as follows:

24-10	Injuring or defacing building or property
24-12	Writing, etc. on walls and fences
24-21	Disorderly and indecent conduct
24-43	Obscene and indecent conduct
25-1	Traffic regulations (regarding parks)
25-2	Injuries to the animals, birds and plantings
25-3	Damage to fences and hedges, use of entrance or exit
25-4	Operation of the refreshment concessions, picnicking

We the undersigned have read, understand, and agree to adhere to the rules and regulations set forth in the above paragraphs.

NAME AND/OR GROUP NAME

RENTAL DATE

PHONE # _____

ADDRESS: _____

TIME: _____

NUMBER OF PARTICIPANTS _____

TYPE OF FUNCTION
Family/Class Reunion, Company Party,
Graduation, Reception, Birthday, etc.

SIGNATURE AND DATE SIGNED

PLEASE RETURN THE CONTRACT (Keep A Copy For Your Records) AND DEPOSIT FOR GATEWAY PARK LODGE BY DUE DATE ON INVOICE:

**Parks & Recreation
ATTN: Janie Norman
1010 Forest Avenue
Montgomery, Alabama 36106
(Fax) 334-625-2301**