

Facility Use	Daily*	3 Hours*
Application Charge Non Refundable	\$25.00	\$25.00
Security Deposit	Half Daily Rental Rate	
Swick House Complete Facility (5 Meeting Rooms, Kitchen (No Stove), <u>Covered Porch</u> and Patio)	\$1,400.00	N/A
Swick House Auditorium Seating Capacity 126	\$900.00	\$400.00
Swick House Meeting Room #1 Seating Capacity 45	\$300.00	\$150.00
Swick House Meeting Room #2 Seating Capacity 52	\$300.00	\$150.00
Swick House Meeting Room #3 Seating Capacity 33	\$300.00	\$150.00
Swick House Meeting Room #4 Seating Capacity 67	\$400.00	\$200.00
Swick House Kitchen (No Stove)	\$100.00	\$100.00
Hitchcock Baseball Park at Skinner Field <u>Alan Hitchcock Park (Theater Park)</u>	\$100.00	N/A
<u>Cleather Hathcock, Sr.</u> Community Center - (1 Meeting Room, Kitchen (No Stove) Lobby and Porch)	\$150.00	N/A
Baseball Field (Each)	\$100.00	N/A
<u>Hal Brady</u> Recreation Complex (<u>HBRC</u>) Gymnasium (Basketball Goals, Bleachers and Lobby)	\$600.00	N/A
Recreation Complex <u>HBRC</u> Soccer Field	\$150.00	N/A
Recreation Complex <u>HBRC</u> Football Field	\$150.00	N/A
Recreation Complex <u>HBRC</u> Picnic Pavilion	\$100.00	N/A
Recreation Complex <u>HBRC</u> Softball Field (Each)	\$100.00	N/A
Recreation Complex <u>HBRC</u> Splash Park	\$100.00	N/A
Preacher Copeland Park / Pavilion	\$175.00	N/A
*Definitions: Day - 8 a.m. – 9p.m. 3 Hour Rental - As scheduled by City Operating Schedule – Sunday through Saturday 8 a.m. – 9 p.m. (including Holidays) Discount - A discount of 20 percent of daily rental fee, beginning with the second day of any contract for consecutive rental days, shall apply (day one at 100%, consecutive day two forward at 80% of daily fee).		

Security Deposit – In addition to rental fees for facilities, the applicant to provide a Security Deposit in the amount equal to half of a daily rental fee.

The deposit is to cover any replacement, repairs, damages or loss suffered by the City to and including extra ordinary cleaning. The applicant is required to pay the full cost of materials labor, replacement, repairs and damages (over and above the deposited funds) regardless of the amount. If damages occur and are less than the deposited amount, the difference will be refunded. Staff will determine proper cleanup. In the event that the City has to terminate an activity for security or non compliance with state or federal law or City ordinances or policies prior to the scheduled time of conclusion, the City will retain all fees and any reasonable part of the Security Deposit.

Payment with Application - The application fee, rental fee and security deposit shall be due upon completion and submission of Application. Security Deposit is refunded in whole or part as applicable, in approximately ten (10) to fourteen (14) business days after the event.

Notice of Cancellation – Notice of cancellation by City will be given as far in advance as possible and a full refund of all fees and security deposit including Application Fee, will be issued. If applicant cancels, notice must be given to the City at least 30 days prior to event date and rental fees, but not the application fee, will be refunded. If applicant cancels and notice is not given 30 days prior to the event, the City will retain all rental fees, or the prorated portion thereof, unless the facility is rented to another applicant for the same time period at the same charge. The application fee is not refundable.

City Right- The City, by and through the City Manager or designee, retains the right to waive fees or alter hours, terms and conditions of rentals as set forth on this schedule.