



HARRIS PARK
MIDTOWN SPORTS &
ACTIVITY CENTER

Harris Park Midtown Sports and Activity Center Facility Rental Agreement

Name of Organization/
Applicant

Contact Person

Contact Phone Number
(Work/Cell)

Street Address, City, State,
Zip Code

Event Details

Date(s) Desired

Planned Hours

Start Time _____ End Time _____

Type of Event

Number of People Attending

Youth _____ Adults _____ = Total _____

Will there be an attendance
charge for your event?

No Yes If Yes, how much _____

Reservation Details

<input type="checkbox"/> Park Rental	Fee: \$100.00	Excludes Golf Course
<input type="checkbox"/> Trash Deposit	Fee: \$100.00	Refundable if all trash is picked up and removed immediately after the park
<input type="checkbox"/> DJ	Fee: \$75.00	Every 3 hours
<input type="checkbox"/> Tables and Chairs (Package 1)	Fee: \$100.00	Includes set-up and tear down for 10 tables (8X12) and 40 chairs
<input type="checkbox"/> Tables and Chairs (Package 2)	Fee: \$50.00	Includes set-up and tear down for 5 tables (8X12) and 40 chairs
<input type="checkbox"/> Golf Event/Fundraiser	Fee: \$5000.00	Includes set-up and tear down for 10 tables (8X12) and 40 chairs, DJ Equipment, Full Park access and amenities

Please make check(s) payable to: Harris Park



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TERMS AND CONDITIONS: The undersigned hereby makes application to the Harris Park Midtown Sports and Activity Center for use of Harris Park, and certifies that the information in the application is correct. The undersigned agrees to exercise the utmost care in the use of Harris Park, the surrounding property, and to hold Harris Park, its officers, employees and agents, harmless from all damages, liabilities, injuries or losses to persons or property resulting from use of the facilities. The applicant agrees to adhere to all rules and regulations on this form and in the rental guidelines.

Zero Tolerance Policy: Harris Park has a zero-tolerance policy regarding violence, weapons (registered for concealment or otherwise). No fighting or other altercations will be tolerated. In the event of violence, the event will be cancelled immediately, the police will be contacted and no refund for any services will be given. By initialing this line, you agree to the above terms in regards to the Harris Park Zero Tolerance Policy. Any organization damaging or destroying Harris Park property will be held responsible for repairs or replacement. In the event of damages or cleaning being required, applicant will accept the Harris Park estimate of the amount incurred.

Please initial _____

Cancellations: Reservation fees are non-refundable. Upon cancellation of a reserved Event Date and/or Event Time no less than one (1) week prior to the event, Harris Park shall refund any tendered fees such as trash deposit, DJ rental fee, etc. to Renter within thirty (30) days of such notice of cancellation. **Bad weather:** In the event of bad weather (rain, snow or 60% or more reported precipitation Renter must contact Harris Park no less than three (3) hours prior to the event in order to receive a full refund on tendered fees other than the non-refundable reservation fee. The completed facility rental agreement with a **non-refundable reservation fee of \$100.00** and a **trash deposit of \$100.00** (refundable if groups leave the grounds in a clean and satisfactory condition) are required before the premises may be reserved. A new application must be filed each calendar year for reoccurring annual events. Applicants must provide adequate chaperons, as determined by Harris Park, for any function that is attended by any person under the age of 18 years. If liquor is served, the applicant may need to obtain a permit or license from the State of Missouri Liquor Control Board.

CLEANING PROCEDURES: In order to receive the \$100.00 trash deposit back in full, groups are responsible to clean and leave the premises in the same condition as when it arrived. All cleaning must be done immediately after the event. The cost of any cleaning or repairs required by the Harris Park will be charged to the organization/applicant.



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EMERGENCY PROCEDURE: The Harris Park facility is owned and maintained by the Harris Park Midtown Sports & Activity Center. We are a supervised private park. Should you require immediate assistance during your event, please speak with an on-site Harris Park employee or call our office at (913) 568 6317.

Applicant Signature

Date

Complete and return immediately to confirm your reservation:

Harris Park Midtown Sports & Activity Center
Facility Rental Attn: Chris Harris
Post Office Box 32901
Kansas City, MO 64171

FOR OFFICIAL USE ONLY			
Approvals:			
Harris Park OA	Date _____	Comments: _____	
Harris Park PM	Date _____	Comments: _____	
Authorized to Refund:	_____ Yes	_____ No	Check # _____ Dated _____
Initials _____	Date _____		