



1777 N. Meadowlark Drive, Apple Valley, UT 84737 · Phone: 435-877-1190 · Fax: 435-877-1192 · www.applevalleyut.gov

## **TOWN FACILITY USAGE APPLICATION**

For Office Use Only:

DATE APPROVED \_\_\_\_\_ SECURITY DEPOSIT: \_\_\_\_\_ INITIALS: \_\_\_\_\_

**\*\*INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED. APPLICANT MUST BE OVER 21 YEARS OF AGE\*\***

APPLICANT NAME \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE # \_\_\_\_\_ CELL PHONE # \_\_\_\_\_

DATE OF EVENT \_\_\_\_\_ TIME OF EVENT \_\_\_\_\_

(ONE EVENT PER APPLICATION)

TO THE MUNICIPALITY OF Apple Valley, Utah,

1. **USAGE FEE:** The Usage Fee and Security Deposit are due prior to application approval. The daily usage fees are as follows:

Training Room: \$50.00  
One Fire Bay (1): \$75.00  
Two Fire Bays (2): \$150.00

The Usage Fee as well as the Security Deposit may be waived up to once a month for non-profit organizations or other parties. This is ultimately at the discretion of the Town Council. If the applicant is requesting for the fees to be waived, the application must be turned in to the Town Clerk no later than three weeks before the event to allow the issue to be placed on the Town Council meeting agenda.

2. **SECURITY DEPOSIT:** The applicant is required to pay a \$100.00 security deposit. The deposit will be returned if the building is found clean and in good repair at the conclusion of the event. If cleaning is necessary or damage is incurred beyond normal wear covered by the deposit, applicant may be charged for any necessary repairs. The applicant is responsible for damage to the facility and furnishings. After the event, it is the responsibility of that person to ensure the area is left clean and in order. This includes returning all chairs to their proper location, cleaning all surfaces including floors, counters and tables, cleaning up any other areas that may have been used including the restroom, returning the thermostat to the same temperature it was set to upon arrival, turning off all lights, ensuring the facility is locked up, (including windows,) and the security system is armed. Any discrepancies or misuse may result in the loss of part or all of the security deposit and/or a revocation of future use of the facility.
3. **AVAILABILITY:** The facility is available to be reserved only after office hours, which are Monday through Thursday from 9:00 am to 5:00 pm, and when there are no municipal bodies holding meetings. For specific availability, contact the Town Clerk. An application must be filled out for each day that is requested and may only be requested up to 60 days in advance. All reserved events are subject to cancellation by the Town Council for the purpose of Town business during the reserved times. In the event of a cancellation, the Town will provide a minimum of 24-hours' notice to the applicant and will refund all fees and deposits.
4. **INDEMNITY:** The applicant hereby agrees to indemnify and hold harmless the Town of Apple Valley from and against all claims, demands, causes of action, lawsuits, and any liability (including all costs, expenses, and attorney's fees) incurred by the applicant in the defense of any cause of action brought against the applicant collectively and/or separately on account of any obligation on which the applicant is bound for hereunder (for personal injury, death, or property damage including personal injury to or death to the applicant's personnel and property damage to the applicant's equipment) including any causes of action which result from the negligence of the applicant, their agents, and/or employees and/or defects in equipment belonging to or used by applicant for the benefit of the applicant which might arise out of or in connection with the service and/or courtesies rendered by the Town herein including but not limited to personal injury, death, or property damage to any third parties whatsoever or to any agents, employees or assignees of the said applicant herein. This agreement remains binding until and unless it is revoked by both parties hereto and remains in effect for operations that may, from time to time, take place after the execution of same.
5. **GUIDELINES:** Children must be supervised by responsible adults at all times. To cancel a reservation, please contact the Town Clerk during business hours at least 24-hours before the reserved event. It is the responsibility of the applicant to secure access to the facility from a member of one of the municipal bodies who has been granted access to the facility as well as the security system.

**I hereby agree to the foregoing.**

**Applicant's**

**Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

For Office Use Only:

**Town Approval**

**Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_