

**CITY OF AZLE  
PARKS AND RECREATION DEPARTMENT  
FACILITY RENTAL APPLICATION**

1. Date of Application: \_\_\_\_\_

2. Applicant (Name of Company, Organization or Individual):  
\_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

3. Facility requested:

- Ash Creek BJ Clark Building, 601 SE Parkway
- Ash Creek BJ Clark Annex, 603 SE Parkway
- Ash Creek Emanuel Building, 605 SE Parkway
- Central Park Amphitheater
  - Class A Private;
  - Class B Non-Profit, or
  - Class C Commercial.

4. Type of Event: \_\_\_\_\_

5. Requested Rental Date(s): \_\_\_\_\_

6. Requested Rental Time: Set Up Time Begins: \_\_\_\_\_

Event Begins: \_\_\_\_\_ Event Ends: \_\_\_\_\_

Time Clean Up Will Be Completed, Renter Will Surrender Facility: \_\_\_\_\_

7. Estimated number of: Attendees \_\_\_\_\_ Performers (acts) \_\_\_\_\_

8. Will goods be sold at your Event? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, what type of goods? \_\_\_\_\_

9. Will food or non-alcoholic beverages be served or sold at your Event?  
\_\_\_\_\_ If yes, what types? \_\_\_\_\_

Will alcoholic beverages be served at your Event? \_\_\_\_\_

Contact information for caterer or vendor, if any: \_\_\_\_\_  
\_\_\_\_\_

10. Is applicant a non-profit organization? If yes, please provide your non-profit number: \_\_\_\_\_

11. Full description and/or name of show or function for which the Facility is to be rented, including name of principal performer/activity, if any (use reverse side if additional space is needed): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

12. Name and location of auditoriums, halls, or other public or private facilities which the Applicant has rented or leased in the past 5 years:  
\_\_\_\_\_

**APPLICANT:**

The undersigned represents:

- I am over the age of 18 years;
- I am the individual Applicant who requests to rent the Facility in my individual capacity or I am authorized by the Applicant to submit this application on its behalf and to bind the Applicant to an agreement with the City;
- All the information provided on with this Application is true and correct.
- I have read the Facility Use Policy for the Park and Recreational Facilities and the Applicant agrees to be bound by and comply with that policy.
- This Application, if accepted by the City, constitutes the Rental Agreement between the parties.
- No oral agreements or prior representations regarding use of the Facilities shall be valid. Any amendments to this Agreement shall be in writing.

\_\_\_\_\_  
Signature of Responsible Party for Applicant:

\_\_\_\_\_  
Printed Name

Contact information for Responsible Party: \_\_\_\_\_



**For City's Use:**

Rental Fee Receipt # \_\_\_\_\_ Amount \$ \_\_\_\_\_

Security Deposit Receipt # \_\_\_\_\_ Amount \$ \_\_\_\_\_

Proof of Insurance (copy attached) \_\_\_\_\_

Certified Peace Officer information (if applicable):  
\_\_\_\_\_

Monitor information (if applicable):  
\_\_\_\_\_

Documentation of Non-Profit or other status (if applicable) \_\_\_\_\_

Vendor's Permit (if applicable): \_\_\_\_\_



Deposit to be returned to: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_