



## **Liberty Rotary Plaza**

### Plaza Rental Policies & Fee Information

#### **Code of Conduct:**

The Liberty Rotary Club provides this plaza as a positive, community based environment for the benefit of all Liberty Citizens and visitors. All facility users are expected to conduct themselves in a manner conducive to that of ladies and gentlemen. All rental patrons and their guests are expected to adhere to the ***"Rules Governing the Use of Liberty Rotary Plaza."*** Facility renters will be held responsible for the actions of their guests. The Rotary Club reserves the right to cancel any event deemed not in the overall best interest of the facility and community.

#### **Reservation Policy:**

Reservations are taken on a first come, first served basis. The balance due, damage deposit and completed contract will be required to secure a rental date.

#### **Plaza Use Rental Agreement:**

The rental contract must be read in its entirety, and signed by the individual or groups using the plaza. The individual signing the contract is the person responsible for the actions of individuals or the group. *The Rotary Club may require renter to provide off duty security at the expense of the rental group. This decision may be made at any time and failure to provide security will void the contract agreement. The club's liability is limited to refund of the rental fee only.*

#### **Deposit Information:**

A Refundable Damage Deposit of \$100.00 is required for each plaza rental. The fee will be returned within seven (7) days provided the plaza and facilities rented are left damage-free and cleaned.

**Cancellation Policy:**

Payment in full and damage deposit must be received at completion of the contract. Refunds will be made only when written notification is received.

<u>Cancellation Notice Date:</u>	<u>Percentage of Revenue:</u>
(7-8) weeks notification	75% refund
(5-6) weeks notification	50% refund
(3-4) weeks notification	25% refund
(0-2) weeks notification	No refunds issued

**Plaza Rental Fees (effective July 1, 2002)**

The rental fee includes use of the entire park; kitchen and rest room, covered terrace, sound system, tables and chairs.

\$50.00/ hour (4 hour minimum) = \$200.00

\$40.00/ hour (each additional hour)

