



**CITY OF HEMPSTEAD RECREATION CENTER  
FACILITY RENTAL AGREEMENT  
"BRINGING IT ALL TOGETHER"**

Renting Party/Organization: \_\_\_\_\_ Application Date: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Set up Time: \_\_\_\_\_ Number in Attendance: \_\_\_\_\_

Start Time: \_\_\_\_\_ (am/pm) End Time: \_\_\_\_\_ (am/pm) Alcohol: \_\_\_ Yes \_\_\_ No (if yes must have security)

Contact Person: \_\_\_\_\_ Type of Event: \_\_\_\_\_ (See Rules and Regulations)

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

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

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Gymnasium \_\_\_\_\_ \$ 400.00 + \_\_\_\_\_ \$ 150.00 **Non-Refundable Deposit: End time: 12a**  
(Seating Capacity 250 / Maximum Standing 600)

Meeting Room A \_\_\_\_\_ \$ 100.00 + \_\_\_\_\_ \$ 50.00 **Non-Refundable Deposit: End time: 12a**  
(Capacity 40)

Meeting Room B \_\_\_\_\_ \$ 100.00 + \_\_\_\_\_ \$ 50.00 **Non-Refundable Deposit: End time: 12a**  
(Capacity 40)

Meeting Room C \_\_\_\_\_ \$ 100.00 + \_\_\_\_\_ \$ 50.00 **Non-Refundable Deposit: End time: 12a**  
(Capacity 55)

Conference Room \_\_\_\_\_ \$ 100.00 + \_\_\_\_\_ \$ 50.00 **Non-Refundable Deposit: End time: 12a**  
(Capacity 12)

Kitchen \_\_\_\_\_ \$ 150.00 Concession Stand \_\_\_\_\_ \$150 AudioVideo \_\_\$150 (4) (All Day) \_\_\$250

Water Park \_\_\_\_\_ \$ 75.00  8am to 1:00pm  2:00pm to 7:00pm

Water Park Pavilion \_\_\_\_\_ \$ 75.00  8am to 1:00pm  2:00pm to 7:00pm

New Pavilion (4 hrs.) \_\_\_\_\_ \$ 75.00 \_\_\_\_\_ \$150.00 All Day (8:00am – 12:00 midnight)

Old Pavilion (4 hrs.) \_\_\_\_\_ \$ 50.00 \_\_\_\_\_ \$100.00 All Day (8:00am – 12:00 midnight)

Fields \_\_\_\_\_ \$75.00  Softball – B1 B2 B3 B4  Soccer-Football Field - B5

Texas License Peace Officer(s) \_\_\_\_\_ x \$50.00 x \_\_\_\_\_ hour = \_\_\_\_\_

**(Security must be provided by the City of Hempstead Texas License Peace Officers)**

Hours after Midnight \_\_\_\_\_ x \$150.00 per hour **(No Events will be held past 2:00 A.M.)** = \$ \_\_\_\_\_

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**FEES**

Rental Fees(s) \$ \_\_\_\_\_ After 12:00 a.m. Fee: \$ \_\_\_\_\_

Deposit(s) \$ \_\_\_\_\_

Security Officer(s) \$ \_\_\_\_\_

Other \$ \_\_\_\_\_

**Total** \$ \_\_\_\_\_



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PHONE 979 826 2411

EMAIL:hempsteadrec635@yahoo.com

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I accept full responsibility for the above group while at the requested City of Hempstead Recreation Center and agree to the charges stated above. I agree, individually and as agent for the Renting Part, to **INDEMNIFY AND HOLD THE CITY HARMLESS** from any and all claims and injuries to persons attending the event to be held at the City of Hempstead Recreation Center on the date(s) of rental. *I agree to comply with the **City of Hempstead Recreation Center Rental Policy** and agree that I will ensure compliance with all Rules, Regulations or Ordinances applicable to the use of the City of Hempstead's Recreation Center. By signing, states that you have received and read a copy of Rules and Regulations. The city has the rights to modify rates based on the size of the event to maintain the safety of individuals participating in events at the center. The modified rates may base on the maximum capacity for the particular event.*

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

**FOR OFFICE USE ONLY**

Date: \_\_\_\_\_

Amount Total \$ \_\_\_\_\_

Amount Paid \$ \_\_\_\_\_ cash or check # \_\_\_\_\_  Rental (per month)

Total Amount Due \$ \_\_\_\_\_

**\*\* VALID TEXAS ID REQUIRED \*\***