



CITY OF OAK GROVE – WADE’S WAY PARK FACILITY RENTAL AGREEMENT

This Rental Agreement is made and entered into by and between the **City of Oak Grove** (“City”) and the undersigned renter (“Renter”) for the use of facilities at **Wade’s Way Park**.

1. RENTAL FACILITIES AVAILABLE

The following facilities may be rented individually or in combination:

- ☐ Field
- ☐ Pavilion
- ☐ Bathroom Facilities (included with all rentals)

2. RENTAL OPTIONS & FEES

All rentals require a refundable damage deposit as outlined below. Rental time must be scheduled in advance and approved by the City or its representatives.

A. Field Rental Only

- Rental Fee: **\$50.00 per 6-hour rental period**
- Damage Deposit: **\$200.00**
- Includes access to field and bathroom facilities

B. Pavilion Rental Only

- Rental Fee: **\$100.00 per 4-hour rental block**
- Damage Deposit: **\$150.00**
- Includes access to pavilion and bathroom facilities

C. Field + Pavilion Rental

- Rental Fee: **\$125.00 per rental period (up to 6 hours unless otherwise approved)**
- Damage Deposit: **\$200.00**

- Includes access to field, pavilion, and bathroom facilities
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3. DAMAGE DEPOSIT POLICY

1. A damage deposit is required for all rentals.
 2. The deposit will be refunded after inspection of the facilities, provided no damage, excessive cleaning needs, or rule violations are found.
 3. If damage is found, the City reserves the right to retain all or part of the deposit.
 4. For repeat renters with no damages, the City may allow the deposit to carry over for future rentals at its discretion.
 5. If damage occurs at any time, a new deposit will be required for future rentals.
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4. RENTAL CONDITIONS

- Renter must provide a detailed schedule of intended use prior to approval.
 - Rental time includes setup and cleanup.
 - Facilities must be left in the same condition as received.
 - Alcohol, illegal substances, and hazardous materials are strictly prohibited.
 - Renter is responsible for conduct of all guests and participants.
 - City reserves the right to cancel or terminate rental for rule violations or safety concerns.
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5. LIABILITY

Renter agrees to assume full responsibility for any injuries, damages, or losses occurring during the rental period and agrees to hold harmless the City of Oak Grove, its employees, and representatives.

6. CLEANING & RESTORATION

Renter is responsible for:

- Removing all trash and personal items
- Cleaning pavilion area (if applicable)
- Restoring bathrooms to usable condition after use
- Reporting any damage immediately to City representatives

Failure to comply may result in forfeiture of deposit and denial of future rentals.

7. CANCELLATION POLICY

- Cancellations must be made at least 7 days prior to rental date for full refund consideration (City to define).
 - Weather-related cancellations may be rescheduled at City discretion.
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8. RENTAL REQUEST INFORMATION

Renter Name: _____

Organization (if applicable): _____

Address: _____

Phone Number: _____

Email: _____

Description of Event: _____

Date(s) Requested: _____

Time Requested (include setup/cleanup): _____

Facilities Requested: ☐ Field ☐ Pavilion ☐ Both

9. SIGNATURES

By signing below, the Renter agrees to comply with all terms and conditions outlined in this Agreement.

Renter Signature: _____

Date: _____

City Representative Signature: _____

Date: _____