

Renter's Final Checklist for Picker's Pavilion Usage

Picker's Pavilion Renter, _____, agrees with the following:

- I have read and submitted a Picker's Pavilion Facility Rental Application and paid the Rental Fee in full. I understand all fees are NON-REFUNDABLE.

- If using stage lighting or renting furniture from the City of Lindale, I have submitted a Lighting and Furniture Rental Agreement and paid in full.

- I have obtained the facility key and paid the Refundable Safety Deposit of \$_____. I understand this deposit will be refunded after the premises have been inspected by City staff and the keys returned.

- I have scheduled an appointment to return the facility keys to the Tourism Office / City Hall on _____ at ____:____ AM/PM. I prefer the Safety Deposit be: returned to me / mailed to me / check shredded.

- I understand the hours of usage are 8:00 AM to 12:00 Midnight per day rented. No setup, decorating, or deliveries are allowed before or after the days rented.

- I have read and understand the City of Lindale Sound Ordinance and will ensure it is followed.

- I plan to serve or sell alcohol; therefore, I have obtained a permit from the Lindale Community Development/Code Enforcement Office at City Hall.

- I plan to sell alcohol; therefore, I have obtained a permit from the Texas Alcohol and Beverage Commission, in addition to the City's permit.

- I plan to serve or sell alcohol; therefore, I have hired Security that meets the criteria of the Lindale Police Chief.

- I plan to host a festival; therefore, I have obtained a Festival/Special Event Permit from the Lindale Community Development/Code Enforcement Office at City Hall.

- I understand the Guidelines for Usage and the Guidelines for Decorating Picker's Pavilion.

- I will supply additional trash liners throughout the event and will ensure all trash is taken to the dumpster after the event.

- I understand furniture cannot be stacked near the sliding doors as this prevents them from opening completely.

- I have been given a map of the venue and a list of important phone numbers.

- I have received a copy of all paperwork, business cards and a receipt for each payment.

Printed Name of Renter

Phone Number

Signature of Renter

Date of Signature

Name of Contact Following Event

Phone Number