



# Town of Franklin

TOWN OFFICE HOURS: 8:30a.m.-5:30p.m. M-T & 8:30a.m.-3:00p.m. F  
(828) 524-2516

JAYCEE BUILDING/FRANKLIN MEMORIAL PARK

488 W. Main Street - Franklin, NC. 28734

## **RULES AND TERMS OF USE Jaycee Building/Franklin Memorial Park available 10:00 a.m. to 10:00 p.m.**

\* RENTAL FEE (per day): \$100.00 \* KEY DEPOSIT: \$50.00 \*(2 separate checks or cash accepted)

1. NO Piñatas on the inside. Outside only.
2. NO alcohol on premises. This is strictly prohibited. ALL violators will be prosecuted.
3. THE BUILDING MUST BE CLEANED AND VACATED BY 10:00 P.M. After 10:00 P.M., the Franklin Police Department will patrol the premises to make sure it has been vacated and everything is in order. If you're not out by 10:00 P.M., you will lose your deposit of \$50.00.
4. The park inside and outside is prohibited from being used for profit. (Example: yard sale)
5. All areas used during your event, both inside and outside, must be cleaned before leaving the park. (vacated by 10:00 P.M.) • Nothing is allowed to be taped or placed on the walls or the ceiling. Anyone who does this will forfeit their deposit and future rental of the building • All trash must be taken with you. New bags will be provided by town for next renter. • Lock all windows and doors.
6. You may pin decorations to the gray panels with push pins only.
7. Do not sit on the tables. You will be responsible for any damage to tables or anything else that is broken while you are renting the building.
8. Your deposit will not be returned if there are damaged or missing items and/or trash left behind.
9. Key return must be made as follows: • If you're renting the facility Monday thru Thursday, the key must be returned no earlier than noon the following day and no later than 48 hours after the rental date. This could result in you losing your deposit. • If you are renting the facility Friday thru Sunday, the key must be returned no earlier than noon on the following Monday and no later than 48 hours after the rental date. This could result in you losing your deposit.
10. **The key deposit must be paid in full for the building to be reserved. Rental fee can be paid at time of picking up key.** • The key can be picked up before 5:00 P.M. M-T and 2:30 P.M. on Fridays and no sooner than 2 days prior to your event.
11. The Town of Franklin reserves the right to refuse rental to any individual(s).
12. Amplification equipment is prohibited outside the building.
13. The outside shelter is part of the rental.
14. NO livestock or inflatables (examples: bounce houses, slides, etc.)
15. You can NOT decorate until the day of your scheduled event.
16. Deposit refund will be available after 10 A.M. **Deposit cancelation must be requested at least 5 days prior to rental.**

**YOUR COMPLIANCE WITH THE ABOVE RULES IS ESSENTIAL FOR THE RETURN OF YOUR \$50.00 DEPOSIT.**

(COMPLETE AND RETURN TO TOWN OF FRANKLIN)

Jaycee Building Contract Agreement Form

Rental Fee (per day): \$100.00\*

Key Deposit: \$50.00\*

\*(2 separate checks or cash accepted)

Date(s) Rented: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Person Responsible: \_\_\_\_\_

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

\_\_\_\_\_

Phone Number: \_\_\_\_\_

Alternative Phone Number: \_\_\_\_\_

I have carefully read the above Rules and Regulations. I fully understand and agree to the terms and conditions of this agreement.

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Signature

Date

Please Print Name

\_\_\_\_\_