



## Frostburg Park & Pavilion Rules & Rates

Both the signed reservation form and rental fee of **\$50.00 for City residents (reside in City limits), \$65 for non-residents** are due thirty (30) days prior to rental date. Field/basketball court rental fee is \$25/\$35 hourly or \$75/\$90 daily. Payment is due upon reservation if it is made less than thirty (30) days prior to rental date. **Reservation may be cancelled without notice if both signed reservation form and rental fee are not received a minimum of (30) days prior to rental date.** Reservations must be made each year. Fields may be rented as well. **Keys to park restrooms are available at the Frostburg Police Department located at 37 S Broadway.** For more information or please call the Frostburg Parks & Rec. Dept. (301-689-6000 ext. 108). **No refunds will be given for cancellations within 14 days of rental date.** Pavilions and fields are outdoor venues. **Since we don't control the weather, no refunds will be given for weather related cancellations.** Please review renter information. If renter information is incorrect or the wrong facility is checked above please call the Frostburg Parks & Recreation Department.

1. Noise complaints by other park visitors and/or residents of the surrounding neighborhood or noise/music that may affect or detract from the peace and quiet of other areas of the park may result in the immediate cancellation of the rental without refund. **Police response for noise complaints may result in a \$100 fine.**
2. **Clean-up is required. Failure to do so may result in \$150 fine and prohibition of future city facility rentals.**
3. All garbage bags must be deposited in dumpster prior to leaving pavilion.
4. Glass beverage containers are prohibited. Open fires are permitted in grills and fireplaces only.
5. Pavilion hours are from sunrise to one hour after sunset.
6. Renter may be charged for any property damage that occurs during rental period.
7. **Rentals of 75 persons or more attending may require a Special Event Form based upon date of rental.**
8. **Police response deemed necessary to cancel and/or break-up event may result in \$250 fine.**

*Copy of valid driver's license and credit card required may be required (based upon date of rental).*

Any damage incurred to the facility or equipment in the facility during the rental period is the responsibility of the Renter and must be reported to the police station immediately following rental period. Renter is responsible for reimbursing the City of Frostburg for any damages or repair to the facility and may result in the cancellation of future rental periods. Any violation of the rules may result in cancellation of rental at any time. Renters are responsible for enforcement of rules during their rental period. Although we will make reasonable efforts to assure facilities are clean upon your arrival, our facilities are open to anyone when they are not reserved. Therefore, we cannot guarantee the cleanliness of the facility upon your arrival. Should there be any problems or concerns upon your arrival, please call 301-689-9200. **Violations of any of the above rules may result in immediate cancellation of the event and dismissal from the facility.**

By signing this contract as the **Renter**, I acknowledge that I am 18 years of age or older, I have read, understand, and agree to abide by the terms of this contract and the rules and regulations set forth by the City of Frostburg for facility use. I also hereby release the Mayor and City Council of Frostburg, Maryland, its agents, officers, servants, and employees of and from any and all liability, claims, demands, actions, and courses of action whatsoever arising out of or related to any loss, damage, or injury, including death, that may be sustained by any participant or any property of any participant as a result of actions by any participant, while in, on, or upon the facility rented from the City of Frostburg. Also as the renter, I assume liability for any loss, damage, or injury, including death, that may be sustained by any participant, or any property of any participant as a result of actions by any participant, while in, on, or upon the rented facility during the assigned rental period. Participant is defined as any person permitted at the rental facility during the rental period.

\* Please verify the above information is correct. Please sign, date, and return form with payment to Frostburg Recreation Dept., PO Box 440, 37 South Broadway, Frostburg, MD 21532. Please make checks payable to City of Frostburg. Credit cards (VISA, MC, AMEX, DISC) are accepted for payment in-person only at City Hall. A service charge of up to 4% may be applied to credit card payments. For questions or more information, please call 301-689-6000 ext.108 or e-mail bvought@frostburgcity.org

## City Place Rules & Rates

### City Place Rental Rates

Event Hall & Mtg Room	\$40/hour	\$300/day	City Resident	(Security Deposit \$150) 299 Persons max
	\$50/hour	\$350/day	Non-Resident	
Meeting Room Only	\$25/hour	\$175/day	City Resident	(Security Deposit \$75) 49 Persons max
	\$35/hour	\$200/day	Non-Resident	

Fee must be paid 30 days prior to rental date or upon reservation if booked less than 30 days prior to rental date. If not received by due date, reservation may be cancelled and rental period given to another party without notice. Pick up key at Police Station immediately prior to rental. Some or all of deposit may be forfeited if damage is done to the premises or if proper clean-up procedures are not followed. Security deposit refunds should be received approximately two weeks after the event. **A special event form may be required in addition to this agreement for any event requiring an entry or participation fee/donation, if alcoholic beverages will be consumed at the event, and/or if attendance is greater than 50 persons. Failure to disclose this information will void the terms of this agreement and result in the cancellation of the event, and forfeiture of rental fees and security deposit.**



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# Frostburg Armory Gymnasium Rules & Rates

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**Building Access:** Renters must pick up key at Frostburg Police Department (37 S Broadway) immediately prior to rental.

**Rates** (\$75 security deposit required):

Hourly Rates:	City Resident - \$15/hr	Non- Resident - \$20/hr
Monthly Rates:	City Resident - \$35 1hr/week/month	Non- Resident - \$50 1hr/week/month

\* Special Events (require special event application) and are subject to a \$150 security deposit and additional rental fees.

**Armory Rules:**

1. *No Dunking Permitted!*
2. *Non-marking soles only on court.*
3. *Do not hang on basketball rims.*
4. *Do not move bleachers.*
5. *Before leaving all lights must be turned off and doors must be locked.*
6. *Floors must be swept and if necessary, mopped after use.*
7. *Gymnasium and restrooms must be cleaned up at end of rental period.*
8. *Inspect facility prior to use and report any damage immediately to Recreation Dept. (301-689-6000 ext.108). Return key!*

***NOTICE: All persons entering the Armory are subject to video surveillance.***

Any damage incurred to the facility or equipment in the facility during the rental period is the responsibility of the **Renter** and must be reported to police station immediately following rental period. **Renter** is responsible for reimbursing the City of Frostburg for any damage repair. Damage to the facility may result in the cancellation of future rental periods. Any violation of the rules may result in cancellation of rental at any time. Armory renters will be responsible for enforcement of rules during their rental period.

By signing this agreement as the **Renter**, I **acknowledge that I am 18 years of age or older** and have read, understand, and agree to abide by this contract and the rules and regulations set forth by the City of Frostburg for the use of the Armory. I also hereby release the Mayor and City Council of Frostburg, Maryland, its agents, officers, servants, and employees of and from any and all liability, claims, demands, actions, and courses of action whatsoever arising out of or related to any loss, damage, or injury, including death, that may be sustained by any participant, spectator, volunteer, or any property of any participant, spectator or volunteer, while in, on, or upon the Armory premises during the rental period. Also as the **Renter**, I assume liability for any loss, damage, or injury, including death, that may be sustained by any participant, attendant, spectator, or volunteer, or any property of any participant, attendant, spectator, or volunteer while in, on, or upon the Armory premises during the assigned rental period.

*\*A special event form may be required in addition to this agreement for any event requiring an entry or participation fee/donation, if alcoholic beverages will be consumed at the event, or if attendance is greater than 50 persons. Failure to disclose this information will void the terms of this agreement and result in the cancellation of the event and forfeiture of rental fees and security deposit.*