

Bertie County Recreation Department

Thank you for inquiring about renting one of our facilities. Facilities available for rental purposes are baseball field, softball field, soccer field, football field, picnic pavilion and playground area.

We ask all users to treat our facilities as well as you would treat your own, because they belong to all of us!

Bertie County Recreation Department reserves the right to accept or deny any application.

Please read all rental policies before returning your application. Return the application with deposit within **seven days** of receiving the rental application, or your reservation will be forfeited. The deposit is only refundable if at least **72 hours** notice of cancellation is made by the rental party. The rental fee is due at least **ten days** prior to the scheduled rental date. Please make checks payable to the Bertie County Recreation Department.

The policy of Bertie County is to waive these fees for all Bertie County public agencies and units of government, which have adopted a fee waiver policy that waives fees for facility usage by Bertie County and its departments.

For questions about rentals at the Bertie County Recreation Complex, please call 794-5363.

Mail all applications to:

Bertie County Recreation Department
Attn: Rentals
PO Box 530
Windsor, NC 27983

Bertie County Recreation Department

Rental Policies

1. Only adults age 21 years and older, with valid proof of photo ID, may reserve said facility.
2. A reservation is complete when all information is filled out by applicant, all required signatures obtained, and approval obtained and verified by the signature of the Bertie County Recreation Department Director or Assistant Director.
3. Renting party will assume complete responsibility for damages and accidents occurring in the facility during rental period. The renting party will indemnify and hold Bertie County harmless for any and all costs, fees, including reasonable attorney's fees, damages, or awards arising from or out of any use by the renting party of the premises. Maximum capacity for all facilities has been established for safety purposes, and must not be exceeded. Violations of this rule are cause for termination of reservation with expulsion from facility and imposition of cost, fees and forfeiture of deposit.
4. All Bertie County Recreation Department facilities are for the community. Inappropriate behavior, vandalism, or misuse of equipment will not be tolerated and may result in immediate expulsion from facility. NO obscene language, loud music, or profanity will be tolerated. Noise/music must be kept at acceptable levels.
5. ALCOHOLIC BEVERAGES, DRUGS, AND WEAPONS/FIREARMS are not permitted on the premises. Use of tobacco products is permitted outside playing fields.
6. Regular business hours are set to service the general public and Bertie County Recreation Department sponsored programs and events. Rentals during non-business hours will be charged an additional fee.
7. Bertie County Recreation Department scheduled activities shall not be cancelled in order to provide room for rental requests.
8. Chaperones by name, address, phone number and date of birth for youth groups (ages 18 and younger) must be listed on the rental application. One approved adult per 10 children/teenagers is required.
9. Bertie County Recreation Department does not have a crew to unload, load, set up, or take down equipment used by the renting party. The renting party is responsible for providing manpower for set up and clean up; and must leave the premises in the same condition as they were. The renting party is solely responsible for any cost or expense

ncurred by the County in clean up and restoration of the premises after the renting parties use.

10. No property of Bertie County Recreation Department may be removed from the premises without prior approval.
11. Bertie County Recreation Department is not responsible for lost or stolen articles on the property. Individuals are encouraged to not bring valuables onto any facility or property. Please return any articles found to Bertie County Recreation Department.
12. Renting parties are responsible for all setting up and cleaning up for their event. All trash must be picked up and hauled off premises. Failure to comply with said guidelines may result in loss of deposit, assessment of an additional fee, or inability to rent Bertie County Recreation Department facilities in the future.
13. Renting parties are allowed to bring food and drinks for personal use.
14. **ALL RENTAL FEES ARE BY THE HOUR.**
15. **A renting party will indemnify Bertie County for any and all cost and expenses, including attorney's fees, it incurs in enforcing any of these policies or rules.**
16. Exceptions and Exclusions: Severe Weather, Ice Storm, Snow Storm or weather that could cause dangerous conditions or damaged to grounds as determined by Bertie County Recreation Department. Cancellation or reschedule, individual will be refunded rental money back.
17. All rescheduling is subject to availability.
18. The concession stand is not included in the rental policy.
19. Outdoor water hose spickets are not allowed for public use.
20. Parking is restricted to parking lots. Please refrain from driving on grass areas.
21. Tents and playgrounds are permitted as long as they are not staked in the ground.
22. Personal grills may be used. Do not dump charcoal in trash receptacles. Any charcoal used should be left in grills and carried off site.
23. No confetti is allowed for parties.
24. Clean Up and Trash: The renter must leave the shelter area and equipment in a clean and orderly condition. All trash must be properly disposed of and hauled off the premises.

- 25. Decorations: Decorations may not be nailed, tacked, or otherwise attached to any tables, walls, ceilings, or any other portions of the buildings or equipment. Decorations may be taped.
- 26. Bring Your Receipt with You: Your receipt is your confirmation of rental; bring it with you to the shelter. If the shelter is occupied at the time of your rental show the users your receipt and politely request they vacate the shelter.
- 27. Parks open at sunrise and close at sunset. Picnics must end 45 minutes before SUNSET so that group is done cleaning and out of park by SUNSET.

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Rental Fees and Charges

Rental time requested should include time to set up and clean up

No set up or clean up is provided for rentals at Bertie County Recreation Complex

Ball Fields (As Is)

\$25 Deposit

Lights are an additional \$15/hour

	<u>Hour</u>	<u>6 Hours</u>	<u>12 Hours</u>	<u>Weekend</u>
Res.	\$10.00	\$50.00	\$80.00	\$150.00
Non Res.	\$18.00	\$58.00	\$100.00	\$225.00

Ball Fields (Dressed) Additional \$10.00 fee per field