

APPLICATION TO RESERVE THE COMMUNITY CENTER

1. Name of the Requestor/Sponsor: \_\_\_\_\_
- a. Date submitted: \_\_\_\_\_
- b. Home Address: \_\_\_\_\_
- c. Phone number: \_\_\_\_\_
- d. Place of Employment: \_\_\_\_\_  
Address of the Employer: \_\_\_\_\_
- e. Driver's License Number: \_\_\_\_\_
- f. Organization or Group: \_\_\_\_\_
- g. Date (s) Requested: \_\_\_\_\_ between the hours of \_\_\_\_\_ & \_\_\_\_\_
- h. Information on contact person if different from above:  
Name: \_\_\_\_\_  
Home Address: \_\_\_\_\_  
Phone: Home \_\_\_\_\_ Work \_\_\_\_\_
- i. Number of persons who will attend the event \_\_\_\_\_
- j. Reason for use: \_\_\_\_\_

2. Certifications of the requesting individual/ sponsor/ requesting party, as applicable:

I hereby certify and acknowledge my understanding of terms, agreements, requirements and fees to use Plain Dealing Park facilities or recreational areas. I further acknowledge that I understand that **NO WEAPONS, ALCOHOLIC BEVERAGES, OR OTHER CONTROLLED SUBSTANCES MAYBE BROUGHT INTO OR CONSUMED IN THE FACILITY OR RECREATIONAL AREA. I ALSO UNDERSTAND THAT MY GROUP AND I ARE SUBJECT TO SEARCH.** I accept responsibility for the actions of all participants who attend the function for which I am seeking use. I acknowledge that I am responsible to know and comply with Town Ordinances applicable to use the requested facility. **I am responsible for cleaning up all trash and litter in the area.**

Signature of Requestor: \_\_\_\_\_ Date: \_\_\_\_\_

3. Review and action by the Town Council: Approved \_\_\_\_\_ Disapproved \_\_\_\_\_

4. The number of uniformed security personnel required is to be determined by the Chief of Police.

5. Signature of Mayor or Police \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Chief, Plain Dealing Police Department: \_\_\_\_\_

Signature of Mayor, Town of Plain Dealing: \_\_\_\_\_

**ATTENTION:  
YOUR DEPOSIT  
WILL BE FORFEITED  
IF WE FIND ANY  
WRITINGS, MARKS  
OR DAMAGES OF  
ANY KIND TO THE  
COMMUNITY  
CENTER!!**

**THANK YOU!  
TOWN HALL**