

WILLIAMSBURG COUNTY RENTAL APPLICATION

PAYMENTS ARE ONLY ACCEPTED BY CASHIER'S CHECK AND/OR MONEY ORDER.

Facility Requested: _____ Event Type _____ Date of Event: _____

Event Start time _____ Event End Time _____ (All events end at 12:00 a.m.) (Rental includes set up, event start and ending time)

Additional time (upon approval) _____

\$50.00 for (4) additional hours if needed for rehearsal, set-up etc. for scheduled event.

NOTE: There will be approximately 30 days waiting period for all refunds, including security deposits.

Will your event have inflatables or other outdoor equipment that will be utilized by you and/or your guest? YES NO

If yes, you must provide proof of insurance.

If you don't have insurance, you MUST sign taking FULL responsibility of anything that may happen during your event.

PLEASE SIGN YOUR NAME HERE: _____ DATE _____

ASSUMPTION OF RISKS- I agree that any participating person (s) or myself is VOLUNTARILY participating in the activities offered by MYSELF, including, but not limited to the use of inflatables, equipment, facilities and the premises. I am assuming, on behalf of any participating person(s) or myself, all risks of personal injuries, death, disabilities, any participating person (s) or myself that may result from participating or any damage, loss or theft of any personal property which participating person (s) or yourself may occur.

I take full responsibility for any damage (s) or loss of any equipment belonging to MYSELF and/or any VENDORS/PERSONS that attend my event. As a result, I will be solely responsible for any outstanding fees in an event in which this may occur.

PLEASE SIGN YOUR NAME HERE: _____ DATE _____

Will you be providing alcohol at your event? YES NO

If yes, you must provide a certificate of insurance for all alcohol events (\$1,000,000.00 general liability coverage) and security information from the Williamsburg County Sheriff's Office with required officers minimum unless they required more.

If your event is rented as a car show and/or festival you must purchase special event insurance; insurance must cover alcohol as well and security from Williamsburg Sheriff's Office. (The amount of officers needed is at the discretion of the sheriff's office). Certificate of insurance and proof of security from Williamsburg County Sheriff's Office must be presented at time of booking NO EXCEPTIONS!

RENTER'S INFORMATION

Renter/Responsible Person: _____ Home #: _____ Cell #: _____

Address _____

_____ (Renter/Responsible Person) acknowledges reading and understanding rules and regulations of the rented facility and has agreed to the terms of the rental agreement.

Renter/Responsible Person Signature

Date

Deposit Return Method: Mail__ Pick up__ Address (if not the same as above): _____

*****OFFICE USE ONLY*****

PAYMENT INFORMATION (MUST BE PAID 30 BUSINESS DAYS PRIOR TO THE EVENT):

Rental Amount Due: \$ _____ Date _____ 1ST Deposit: \$ _____ Receipt Number: _____ Money Order #: _____

Balance: \$ _____ Date _____ Payment: \$ _____ Receipt Number: _____ Money Order #: _____

Balance: \$ _____ Date _____ Payment: \$ _____ Receipt Number: _____ Money Order #: _____

Balance: \$ _____ Date _____ Payment: \$ _____ Receipt Number: _____ Money Order #: _____

*****OFFICE USE ONLY*****

PLEASE READ EACH STATEMENT CAREFULLY AND INITIAL

All County facilities are rented on a first come, first serve basis. All scheduled use of the facilities will be handled through Williamsburg County. All events must be scheduled between 8 am-12:00 a.m. Renters are allowed reserved hours (stated on price chart) for all events including set up, event start time, ending time and clean up. All events MUST **end by 12:00** a.m. _____

I understand that my initial deposit to reserve ANY facility is **NONREFUNDABLE** and **NOT TRANSFERRABLE**. **NO EXCEPTIONS**. _____

I understand that my final payment must be paid 30 days prior to my event; if final payment is not made, I forfeit my deposit. _____

All county facilities rented through Williamsburg County require a signed contract and money order or cashier's check only must be made payable to Williamsburg County. The deposit is only for the reserved date and is non- transferrable. **A FEE OF \$20.00 WILL BE CHARGED FOR EACH ADDITIONAL HOUR OR PART OF IF YOU EXCEED YOUR ALLOTTED RENTAL TIME.** _____

I understand that if I go over my allotted time frame, I forfeit my deposit. _____

If you are requesting usage of any facilities within 30 days, you must pay the rental fee in full. _____

I, the undersigned, stipulate that I have read and understand all of the rules and regulations as set forth by the governing body of the County of Williamsburg, SC for use of this facility and will abide by same. I also understand that if any required chaperones and/or law enforcement personnel are not present the function will be terminated immediately. I also understand that proof of sufficient insurance may be required at the discretion of the County. _____

The County reserves the right to require additional law enforcement officers, fire or medical personnel based on the type and size of the event. Fees may apply at the renter's expense. _____

The renter will receive the deposit back after the scheduled event as long as the following requirements are met: did not exceed allotted time stated on contract, there was no physical damage to the place, all trash was taken out and everything brought into the rental space is removed properly. _____

WILLIAMSBURG COUNTY WILL NOT BE HELD RESPONSIBLE FOR ANY ITEMS LEFT IN THE BUILDINGS OR ON THE PREMISES. WILLIAMSBURG COUNTY WILL NOT BE RESPONSIBLE FOR ANY UNAUTHORIZED USES OF THE FACILITIES. _____

If you are serving alcohol, you must purchase an alcohol permit and security from the Williamsburg County Sheriff's Office and you must provide proof at the time you reserved your event. **NO** exception. All of these additions are at the cost of the renter. _____

If alcohol is at your event, you agree to take **FULL** responsibility if something happens to anyone and/or anything. You understand and agree that Williamsburg County Government will not be held responsible. _____

The person who has signed the application as the renter is responsible for all occupants in the building during the time of their event. However, Williamsburg County has the right to require security personnel at the expense of the renter. _____

The building committee has the right to make recommendations to Williamsburg County Council concerning the facility at any time in regards to the rules and regulations of the center and exclude any activity that does not conform to the standards of Williamsburg County. Religious institutions are not permitted to use the county facilities for their own sanctuaries (Religious worship, Sunday Church, Sabbath School or Bible Study). However; religious institutions are allowed to use county facilities for religious programs and fundraising events. _____

When booking the county facilities please be advised that if an emergency occurs, Williamsburg County Emergency Services has total control of the building and the renter will have to release the facility. All fees that have been paid will be refunded back to renter. _____

Tables & Chairs are used for indoor events **ONLY**. _____ Smoking is not allowed inside of any County facility. _____

Alcohol is allowed outside of the building "**ONLY IF**" your event is held outdoors and you have completed all proper documents with the Williamsburg County Sheriff's Office. _____

Animals are not allowed except for service animals that are used for persons with disabilities. _____

You are **NOT** allowed to cook food at these facilities. Violators will be fined and will forfeit their security deposit. _____

The person renting the facility is responsible for ensuring that anyone consuming alcohol must be at least 21 years of age. _____

ANY FUNCTION THAT IS FOUND WITH UNAUTHORIZED ALCOHOL WILL BE STOPPED IMMEDIATELY AND DEPOSIT FORFEITED. _____

The individual(s) to whom the facility is rented are responsible for the conduct and behavior of the occupants during their contract period. Williamsburg County reserves the right to require security personnel at the expense of the renter. _____

The microphone/podium is available for use during your event (if available) but if any parts are lost/damaged the replacement or repair fee will be deducted from your deposit. _____

No tape, glue, staples, confetti, graffiti or any other damaging substances should be used on walls, floors or any parts of the building. If found used and/or left on walls and/or floors I will forfeit my deposit. _____

AUDITORIUM USAGE RULES: No food or drinks will be allowed in the auditorium. _____

PLEASE READ AND REVIEW CAREFULLY AGAIN TO MAKE SURE YOU INITIAL BY EACH STATEMENT

PLEASE SIGN YOUR NAME HERE: _____ **DATE** _____

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DISCLAIMER

LIABILITY WAIVER AND RELEASE OF CLAIMS

COVID-19 has been declared a worldwide pandemic by the World Health Organization. COVID-19 is extremely contagious and is believed to spread mainly from person-to-person contact.

While participating in events held, sponsored, or promoted by "RENTER", "social distancing" must be practiced according to the rules and guidelines published or otherwise communicated for each venue event. Because COVID-19 is extremely contagious and is spread mainly from person-to-person contact, Williamsburg County Government has put in place preventative measures to reduce the spread of COVID-19. However, Williamsburg County Government cannot guarantee that its participants, volunteers, partners, or others in attendance will not become infected with COVID-19. _____ (Renter Initial)

RELEASE AND WAIVER.

I HEREBY RELEASE, WAIVE AND FOREVER DISCHARGE ANY AND ALL LIABILITY, CLAIMS, AND DEMANDS OF WHATEVER KIND OR NATURE AGAINST THE Williamsburg County Government AND ITS AFFILIATED PARTNERS AND SPONSORS, AND THE PROPERTY OR SITE OWNERS OF ANY ACTIVITY, INCLUDING IN EACH CASE, WITHOUT LIMITATION, THEIR DIRECTORS, OFFICERS, EMPLOYEES, VOLUNTEERS, AND AGENTS (THE "RELEASED PARTIES"), EITHER IN LAW OR IN EQUITY, TO THE FULLEST EXTENT PERMISSIBLE BY LAW, INCLUDING BUT NOT LIMITED TO DAMAGES OR LOSSES CAUSED BY THE NEGLIGENCE, FAULT OR CONDUCT OF ANY KIND ON THE PART OF THE RELEASED PARTIES, INCLUDING BUT NOT LIMITED TO DEATH, BODILY INJURY, ILLNESS, ECONOMIC LOSS OR OUT OF POCKET EXPENSES, OR LOSS OR DAMAGE TO PROPERTY, WHICH I, MY HEIRS, ASSIGNEES, NEXT OF KIN AND/OR LEGALLY APPOINTED OR DESIGNATED REPRESENTATIVES, MAY HAVE OR WHICH MAY HEREINAFTER ACCRUE ON MY BEHALF, WHICH ARISE OR MAY HEREAFTER ARISE FROM MY PARTICIPATION WITH THE ACTIVITY.

_____ (Renter Initial)

ASSUMPTION OF THE RISK. I _____ (Renter Name) acknowledge and understand the following:

1. Participation includes possible exposure to and illness from infectious diseases including but not limited to COVID-19. While particular rules and personal discipline may reduce this risk, the risk of serious illness and death does exist; _____ (Renter Initial)
2. I knowingly and freely assume all such risks related to illness and infectious diseases, such as COVID-19, even if arising from the negligence or fault of the Released Parties; and _____ (Renter Initial)
3. I hereby knowingly assume the risk of injury, harm and loss associated with the Activity, including any injury, harm and loss caused by the negligence, fault or conduct of any kind on the part of the Released Parties. _____ (Renter Initial)
4. Perform temperature checks, recommend guest to wear mask and keep a sign in log. _____ (Renter Initial)

COVID-19 Assumption of Risk and Release from Liability("Agreement") Williamsburg County Government is concerned for the health and well-being of its community. The nature of the COVID-19 disease is such that actions taken by you affect not only your well-being, but also those of every other person you interact with or every person who uses the same spaces you use. _____ (Renter Initial)

In addition to all other rules and regulations relating to the rental of your event, the RENTER agrees to comply with all COVID-related procedures that may be implemented by Williamsburg County Government in order to protect as much as possible the health and safety of all attendees and the renter. _____ (Renter Initial)

I have read this entire Agreement, I fully understand it, and I agree to be bound by it.

PLEASE READ AND REVIEW CAREFULLY AGAIN TO MAKE SURE YOU INITIAL/SIGN BY EACH STATEMENT.

PLEASE SIGN YOUR NAME HERE (Renter): _____ **DATE** _____

PLEASE SIGN YOUR NAME HERE (STAFF): _____ **DATE** _____