



I. APPLICANT INFORMATION

Contact Name: _____ If, Business, name of Business: _____
Street Address: _____
City: _____ State: _____ Zip Code: _____
Phone: _____ Email Address: _____

II. EVENT INFORMATION

Name of Event: _____

Type of Event:

Wedding	Graduation	Recreation (e.g., walk, run, athletic)
Family	Business	Community

Brief Description (e.g., daughter's graduation, organizational retreat, etc.)

Please pick two potential dates for event:

Event Date #	Start Time:	(include time to set up for the event)
	End Time:	(include time for tear down and clean up)
Event Date #	Start Time:	(include time to set up for the event)
	End Time:	(include time for tear down and clean up)

Projected Attendance: _____ Will tickets be sold? Yes No
If yes, ticket price(s): _____

Will your event utilize live or recorded music? Yes No
If, yes, provide description of type of music and times and duration for live music.



III. BEER & WINE PEERMIT

- a. Do you plan to beer and/or wine? Yes No
- b. Do you plan to serve alcohol other than beer and/or wine? Yes No

If yes to either (a) or (b), complete and sign an [Alcohol Permit](#) and return with your signed Rental Agreement Form.

IV. FEE CALCUATION

Off-peak days: (Monday through Thursday)	1 ST Floor and Deck	Rooftop Deck	Entire Facility
Hourly Fee	\$50.00	\$30.00	\$75.00
All Day (over 4 hours)	\$350.00	\$210.00	\$525.00

Peak days (Friday, Saturday, Sunday)	1 ST Floor and Deck	Rooftop Deck	Entire Facility
Hourly Fee	\$150.00	\$100.00	\$200.00
All Day (over 4 hours)	\$525.00	\$240.00	\$700.00

Off peak Rental

First floor and deck rental	Number of hours	\$
Rooftop deck	Number of hours	\$
Entire facility		\$
Deposit		\$
Alcohol Permit		\$
	Total Cost	\$

Peak Rental

First floor and deck rental	Number of hours	\$
Rooftop deck	Number of hours	\$
Entire facility		\$
Deposit		\$
Alcohol Permit		\$
	Total Cost	\$



V. INDEMNIFICATION

To the fullest extent permitted by Law, the Permittee shall indemnify and hold harmless the City of Council Bluffs, their agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorney's fees arising out of or resulting from the rental of the River's Edge Pavilion, provided that any such claim, damage, loss or expense (1) is attributable to bodily injury, sickness, disease, death, or to injury to or destruction of tangible property, including the loss of use resulting therefore, and (2) is caused in whole or in part by any negligent act or omission of the Permittee, anyone directly or indirectly employed by the Permittee, or anyone for whose acts the Permittee may be liable.

This agreement confirms the terms and conditions to which the Permittee agrees to rent a portion of the River's Edge Pavilion. By signing below, the Permittee agrees to have read, understand and agree to the terms, information and details, as presented in the River's Edge Pavilion Rental Permit Information and the Rental Permit Application and agrees to conform to all requirements and obligations therein provided.

VI. CANCELTION POLICY

A scheduled event shall be canceled at the earliest possible date. All rental fees and deposit shall be forfeited if a rental cancelation occurs within seven days of the scheduled event. In the case of an unforeseen circumstance, the City reserves the right to reschedule or cancel a scheduled event. In such cases, all fees and deposits will be return to the applicant. Rentals fees and deposit of the rooftop deck are refundable, upon request, if event is canceled due to inclement weather.

Permittee Printed Name:

Permittee Signature:

Date:

City Approval:

Approval Date: