

# **REGULATIONS FOR USE OF TOWN OF SIMMESPORT RECREATIONAL FACILITIES**

- ❖ **NO SALES OF ALCOHOL ARE ALLOWED WITHOUT A PERMIT FROM THE LOUISIANA ALCOHOL AND TOBACCO CONTROL.**
- ❖ **TO BOOK ANY OF THE PARKS, THE CLIENT MUST FILL OUT AN APPLICATION AND TURN IT IN AT LEAST A WEEK BEFORE THE EVENT TO BE PLACED ON THE CALENDAR.**
  - **The client booking the facilities must be over 18 and provide a photo ID at when turning in the application to this council.**
  - **The nature and size of the event, as well as how long it will last, must be provided on the application.**
  - **At least two contact numbers and/or a valid e-mail address must be provided along with a mailing address for the refundable deposit (*if refund is to be provided*).**
- ❖ **THE CLIENT IS RESPONSIBLE FOR CLEANING THE FACILITIES AFTER THE EVENT IS OVER TO GET BACK ON THEIR DEPOSIT. THE DEPOSIT WILL BE MAILED TO THE ADDRESS THE CLIENT PROVIDES WITHIN 30 DAYS.**
  - **The facilities will be inspected before and after the event by the Town of Simmesport.**
  - **If the facilities are damaged or the clean-up requires more work that the deposit will pay for, the client will be notified of the amount needed to restore the facility to its former condition.**
- ❖ **NO PERMENANT ALTERATIONS (*such as digging, putting up structures that require mechanical attachments to the facilities*) WILL BE ALLOWED AND ANY POLES OR TEMPORARY FIXTURES MUST BE TAKEN DOWN AT THE END OF THE EVENT.**
- ❖ **THE FACILITIES WILL BE RENTED “AS IS”. THE TOWN WILL NOT PROVIDE SERVICES OR SPECIAL IMPROVEMENTS FOR ANY SINGLE EVENT.**
- ❖ **THE TOWN OF SIMMESPORT IS NOT RESPONSIBLE FOR ANY CONCESSIONS. IT IS THE RESPONSIBILITY OF THE PARTY SELLING THE CONCESSIONS TO COMPLY WITH ALL STATE LAWS CONCERNING ACCOUNTING PROCEDURES AND SALES TAXES.**
- ❖ **THE CLIENT WILL BE REPSONSIBLE FOR PROVIDING SECURITY FOR ORGANIZED PUBLIC EVENTS. THESE ARE EVENTS THAT ARE OPEN TO THE GENERAL PUBLIC. THE SECURITY MUST BE EITHER AN OFF-DUTY SIMMESPORT OFFICER OR PARISH DEPUTY.**
- ❖ **PUBLIC EVENTS WILL REQUIRE EVENT INSURANCE POLICIES. THE EVENT WILL NOT BE PLACED ON THE CALENDAR UNTIL THE ORGANIZER PROVIDES A COPY OF THE INSURANCE POLICY.**

	Refundable Deposit	Total Fee
<b>Erhardt Central Park</b>	<b>\$25</b>	<b>\$75</b>
<b>Yellow Bayou Park</b>	<b>\$50</b>	<b>\$150 (weekend) \$100 (day)</b>
<b>Eagle Field</b>	<b>\$50</b>	<b>\$150 (weekend) \$100 (day)</b>
<b>Avoyelles Port Facilities</b>	<b>\$50</b>	<b>\$200 (weekend) \$100 (day)</b>

For any further questions or to schedule the field for use, come by the Town Hall, email at [townofsimmesport@simmesportla.com](mailto:townofsimmesport@simmesportla.com) or call 318-941-2493.



**APPLICATION FOR USE OF TOWN OF SIMMESPORT PARKS AND FACILITIES**

Please check the box beside which facility you wish you use.

- Ehrhardt Central Park     Yellow Bayou Park     Eagle Field     Avoyelles Port Facilities

**Name of person or organization wishing to use the field:**

\_\_\_\_\_

**Name**

**Phone Number**

**Contact person 1:**

\_\_\_\_\_

**Name**

**Phone Number**

\_\_\_\_\_

**e-mail**

**Contact person 2:**

\_\_\_\_\_

**Name**

**Phone Number**

\_\_\_\_\_

**e-mail**

**What kind of event are you having?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**How long with the event last? (please list dates for the event)** \_\_\_\_\_

**Is this a public event or private event:**  Public     Private

**If this is a public event:**

**Who will provide security?**

**Security Name:** \_\_\_\_\_

**Security Phone Number:** \_\_\_\_\_

**Name and policy number of the event insurance policy** \_\_\_\_\_

**The total fee for each facility will be due at the time the application is turned in at the Town Hall. The deposit will be refunded if the facility is properly cleaned after the event.**