

HARRISON CO. RECREATION COMPLEX RATE SCHEDULE

MAXIMUM CAPACITY - 240 PEOPLE

SEATING CHART EXAMPLES WILL BE MADE AVAILABLE

FACILITY	8-HOUR	Security Deposit
ACTIVITIES AREA - <small>ALL ROOMS LOWER LEVEL</small>	\$ 1,200.00	\$ 300.00
PAVILIONS (BOTH INCLUDED)	\$ 100.00	\$ -

PLEASE NOTE:
**HOLIDAY BOOKING (WHEN AVAILABLE) WILL BE CHARGED AT A HIGHER RATE
TO COVER DOUBLE TIME PAY FOR FACILITY STAFFING**

INCLUDED IN THE RENTAL PRICE OF THE ACTIVITIES AREA

All rooms and kitchen on lower level plus front patio.
Placement of available Tables and Chairs to renter's specification

DEPOSIT :

Any damages to the facility and cleaning fees will be deducted from your security deposit.
If using the kitchen, it must be left in the same condition as prior to use
Facility inspection check list must be signed before and after rental.

1. Rental is for 8 continuous hours only and can not be broken into parts.
(All decorating, event use and clean-up must be completed within that time period.)
2. Additional set-up/take down hours (if available) will be billed at \$50/hr
3. Security Deposit and Insurance are Mandatory.
4. The Harrison County Recreation Complex will not be reserved until the deposit is paid and the contract is signed.
5. All fees must be paid "IN FULL" 30 days prior to the event.
6. For bookings made within 30 days of the event: security deposit and fees are due when the contract is signed.

All payments must be made with a personal check, cashiers check, or money order
and made payable to: SHERIFF AND TREASURER OF HARRISON COUNTY

7. 30 6ft round tables, 13 6ft rectangle tables and 240 chairs are available for use at the complex on a first come first serve basis.
8. If any Gambling (i.e. elimination dinners, bingo, 50/50 drawings, etc.) is involved in an event there must be a signed addendum to the contract confirming compliance with State and Federal Law.
9. **These are the only options for facility rentals.**

NOTE

Individuals and/ or organizations shall save and hold the Harrison County Commission, employees and agents harmless from any claim of liability. Individuals and / or organizations are required to obtain and maintain **Tenant User Liability Insurance** in the amount of no less than \$1 Million for use of the premises. That certificate of insurance listing the Harrison County Commission as an additional insured must be presented 30 days prior to the rental date. Individuals and / or organizations may obtain this coverage from Gather Guard through Event option on their website at gatherguard.com or through local insurance companies.

The rates above are not guaranteed for any period of time and are subject to change without notice.
(Rates will be honored if contract is signed, and the deposit is paid prior to any such changes)