



Frank Brown Park
 16200 Panama City Beach Parkway
 Panama City Beach, FL 32413

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Frank Brown Park Community Center FACILITY USE AND LICENSE AGREEMENT

| | | | |
|----------------------|---|-------------------------------|--|
| | | | |
| Contact Name: | | | |
| Group/ Company Name: | | | |
| Phone: | | Email: | |
| Address: | | | |
| City: | | State: | Zip: |
| | | | |
| Type of Event: | | Approximate Number of People: | |
| Date of Event: | / | / | Time of Event (INCLUDING SET-UP and CLEAN UP) : a.m./p.m. - : a.m./p.m. |

| | | |
|---|-------------------------------|--------|
| | | |
| Are you charging an entrance fee? <i>If YES, 1% tax is due to City of P.C.B. Payments should be made at Licensing Office located in the Building Dept. located in the Public Services building next to City Hall.</i> | YES | NO |
| Are you serving food? <i>Most activities will not require a public service license. If you are unsure whether or not you will be required to have a public food service license, please visit www.myfloridalicense.com to confirm.</i> | YES | NO |
| Is this a catered event? | YES | NO |
| Is this event private or open to the public? | PRIVATE | PUBLIC |
| Are you using an amplified DJ or Band? <i>If YES, please provide name and contact information of DJ or Band.</i> | YES | NO |
| How many tables and chairs will you need? * Please provide layout 5 days prior to event. | Chairs: _____ | |
| | 6ft Rectangular Tables: _____ | |
| | | |

The purpose of this contract covers the right to use said space for the above mentioned purpose and none other: This agreement made and entered into this _____ day of _____ month 20____ by the City of Panama City Beach, a municipal corporation under laws of the State of Florida, through its Parks & Recreation Department, party of the first part, hereinafter called the Licensor, _____, party of the second part hereinafter called the Licensee. That the Licensor, in consideration of the covenants of the Licensee, hereinafter set forth does reserve the below listed facility for Licensee for the time purposes specified, and the subject to the conditions and stipulations hereinafter provided. The Licensee shall be liable for any and all damages caused through its own act and the act of any of its employee's or agents, or anyone visiting the building and/or park facilities upon the invitation of the said Licensee, caused to this building, park

facilities, or any portion for which the City is held liable. The Licensee hereby releases Licensor from any and all damages, from every cause to persons or property caused by its use of the building and/or park facilities, or during its use of said facility, and the Licensee agrees to hold the Licensor harmless from damages claimed or sustained by it or from any cause during said use. If the Licensee fails to comply with the covenants, condition, stipulations or limitations set forth in this agreement, Licensor reserves the right, through the City Manager or Parks & Recreation Director to cancel this agreement, with or without notice; said cancellation to be within the absolute and arbitrary discretion of the Licensor without the necessity of giving the Licensee any reason for such cancellation. It is expressly agreed that in the event of a cancellation of this agreement that the Licensee shall have no claim of any character against the Licensor because of such cancellation in witness thereof the parties hereto, or their agents, duly authorized, have hereunto set their hands and affixed their seals.

| Classroom | | | | |
|---|--------------|------------|--------|-----------|
| | Fee | Total Rent | 3% tax | Total Due |
| Reservation Fee (Non-Refundable) | \$50 | | | |
| Hourly Rent | \$45 / hr | | | |
| Tax Exempt Groups (Must attach certificate) | \$30 / hr | | | |
| Holiday Hourly Rent | Double | | | |
| Gymnasium | | | | |
| Reservation Fee (Non-Refundable) | \$200 | | | |
| Hourly Rent | \$75 / hr | | | |
| Tax Exempt Groups (Must attach certificate) | \$55 / hr | | | |
| Holiday Rent | Double | | | |
| Package (Gymnasium & Classroom) | | | | |
| Reservation Fee (Non-Refundable) | \$250 | | | |
| Hourly Rent | \$100 / hr | | | |
| Tax Exempt Groups (Must Attach Certificate) | \$70 / hr | | | |
| Holiday Rate | Double | | | |
| Miscellaneous | | | | |
| Sound System | \$50 / day | | | |
| Late Fee | \$100 / ½ hr | | | |
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| | | | | |

ALL FEES DUE (14) DAYS IN ADVANCE FOR CONFIRMED RESERVATION
RESERVATION FEES MUST BE PAID AT TIME OF RESERVATION

The City of Panama City Beach (Licensor):

(Licensee):

Parks & Recreation Department

Date

Organization Representative
Authorized Agent
Licensee

Date