



SANBORN PARK & RECREATION BOARD

102 Main Street: P.O. Box 548: Sanborn, IA 51248

MILLER PARK SHELTER HOUSE RESERVATION AGREEMENT

I request to reserve the enclosed shelter house at Miller Park in Sanborn, Iowa, for use on _____, 20 ____, between the hours of _____ and _____. When you rent the shelter house, you have priority over the outside portion of this shelter house as well.

I agree to pay a \$50.00 user fee when I make the reservation for the shelter house at City Hall. The key MUST be picked up during normal working hours, Monday through Friday between 8 a.m. and 5 p.m. I understand that I am responsible for the cleaning of the building, its furniture, fixtures, and appliances during my use of the shelter house. I further understand that any damage to the shelter house or its fixtures resulting from misuse during my reservation will be my responsibility, and all costs to repair the damage will be billed to me directly. I understand that if I need to cancel this reservation, I will receive a full refund if I cancel at least 30 days prior to the above date. If I cancel less than 30 days from the above date, I will NOT receive a refund. The key must be returned to Sanborn City Hall within 48 hours or a \$10 fee will be assessed to the renter.

I acknowledge receipt of a copy of this agreement by placing my signature below.

Dated _____, 20 ____.

(Name) _____

\$50 Rental Fee Paid _____

(Signature) _____

Key # _____

(Address) _____

Key Returned _____

(Telephone) _____