

CITY OF ANNISTON
“UNITY HOUSE” RESERVATION APPLICATION

1. Organization to Use Facility _____
2. Date of Reservation _____ Time _____ To _____
3. Description of Activity _____
4. Number of People Expected _____

POLICIES

1. All reservation requests should be made to the Anniston Parks and Recreation Department at least 30 days prior to the rental to insure availability.
2. **No alcoholic beverages** may be served in any City of Anniston Facility or surrounding park/picnic areas except as designated by Ordinance #92-0224.
3. A deposit of one-half the base rental fee is required at the time a reservation is made. All fees must be paid in full 48 hours prior to event otherwise the date reserved will be cancelled.
4. Cancellations must be submitted 48 hours prior to event date to receive full refund of any fees paid.
5. Rental Fees: \$100.00 - 4 hours
\$25.00 per hour anytime over 4 hours

The undersigned individual, on behalf of the above named organization, agrees to be entirely responsible for any and all injuries, loss, or damage to property owned by the City of Anniston while that organization or their guest are on City property.

Signature _____ Home Phone _____ Work Phone _____

Address _____ City _____ State _____ ZIP _____

The Anniston City Council is the final authority concerning operating policies and procedures for all City owned facilities. The Parks and Recreation Department has the management and responsibilities for public use of these facilities.

Parks and Recreation Department Use Only

Rental Fees Collected _____ Confirmation Mailed _____

Approved _____ Unapproved _____