



**BANDERA COUNTY, TEXAS
MANSFIELD PARK
RENTAL CONTRACT**



1. **RESERVATIONS:** All reservations must be made through the Bandera County Treasurer's Office on a first come, first served basis.
2. **SERVICES:** Rental fees include the *use* of specific facility listed, limited electrical service and limited custodial service and equipment.
3. **PAYING OF FEES:** All facility charges, minimum electricity charges, and deposits must be paid BEFORE the function begins. No function will be allowed to take place without a signed contract and full payment in advance.
4. **RESPONSIBILITIES:** Renters will be responsible for set-up, tear-down, clean-up (including trash disposal off property) before, during, and after their event. Renter is to provide all necessary equipment, materials, and labor for their event. Renter will be responsible for all losses or damages caused by neglect, abuse or misuse, occurring during the rental period.
5. **LIABILITY INSURANCE:** Bandera County does NOT provide liability insurance coverage for any outside organization. *All* renters planning events at which an admission fee will be charged will be required to provide written proof of liability coverage for the duration of the rental period at the time contract is signed. Bandera County must be listed on the renters' policy as "Additionally Insured". Renters are reminded that liability insurance covers the spectators only, NOT participants in games, rodeos, and other physical activities. An admission fee may be charged for admittance to an approved contracted event. All events at which alcohol will be sold and served require additional liability insurance, minimum being \$1,000,000.00.
6. **ARENA USERS:** COGGINS TEST VERIFICATION: Renters will be responsible for verifying that all equine participants have a current negative Coggins record. Failure to comply with this verification will prohibit renter from renting the facility.
7. **ALL PARK RULES SHALL BE FOLLOWED.**
8. **RENTERS:** Will *not* be allowed to charge an entry fee to enter Mansfield Park unless entire park is rented.
9. **NON-PROFIT ORGANIZATIONS:** All deposits are mandatory and must be pre-paid. Deposits will be refunded if areas rented are left clean, undamaged, and trash hauled off the Park property.
10. **FACILITY CHARGES:**

REQUIRED (MANDATORY) DEPOSIT: - FOR EACH FACILITY

(initials)

_____ **MAINTENANCE/DAMAGE DEPOSIT** # _____ **FACILITIES @ \$150 EACH = _____**
(Refunded if facility rented is clean, undamaged, and all trash removed from park property)

FACILITIES: PER DAY RENTAL

(initials)

_____ <u>ARENA (day use-arena only/no lights) plus deposit</u>	<u>\$100.00</u>
_____ <u>ARENA (day/night w electric and lights) plus deposit – includes one concession hookup</u>	<u>\$150.00</u>
_____ <u>each add'l concession hookup</u>	<u>\$10.00</u>
_____ <u>BLUE REC HALL (A/C or heat, stove, fridge, freezer, approx 25 tables and 150 chairs included)</u>	<u>\$175.00</u>
_____ <u>FRONT PAVILION/BAR ROOM/BAR BO PITS/GAZEBO (includes dance floor area and stage)</u>	<u>\$100.00</u>
_____ <u>RV PARK PAVILION ONLY (includes electric, water)</u>	<u>\$60.00</u>
_____ <u>ENTIRE RV AREA-Includes Rear Pavilion, Tent, RV Spaces, 31 elect. outlets/30 amp, water, trash pickup, waste dump and rest rooms)</u>	<u>\$400.00</u>
_____ <u>ENTIRE PARK-Includes Arena, Blue Rec Hall, Front Pavillion, RV Area</u>	<u>\$1,000.00</u>
_____ <u>ALCOHOL FEE, PER DAY, NON-REFUNDABLE (sold and served on property)</u>	<u>\$100.00</u>
_____ <u>ALCOHOL SALES REQUIRES TABC LICENSE.</u>	



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(INITIAL)

_____ A DEPOSIT OF **\$150 PER FACILITY** MUST BE PAID UPON RECEIPT OF THIS CONTRACT TO HOLD RESERVATION, NO EXCEPTIONS.

_____ REMAINING FEES OF \$_____ WILL BE PAID BY ____/____/_____, ALONG WITH SIGNED CONTRACT & MANSFIELD PARK RULES AND REGULATIONS.

_____ KEYS FOR **REC HALL** NEED TO BE PICKED UP AT THE TREASURER'S OFFICE NO LATER THAN _____AM/PM ON ____/____/_____.

TYPE OF EVENT TO BE HELD: _____

DATE(S): _____

(I), (We), have read and understand the terms and conditions set forth in this agreement and further understand that (I), (We), will be entitled to a full refund should it become necessary to cancel this agreement within 48 hours of contract date. Any exceptions to the terms and conditions stated in this agreement must be approved by the Bandera County Commissioners Court.

_____/____/_____
(RENTER'S SIGNATURE) (DATE) (RENTER'S MAILING ADDRESS)

(RENTER'S PRINTED NAME) (RENTER'S CONTACT PHONE #'S)

_____/____/_____
(BANDERA COUNTY REP.) (DATE)

CONTACT PHONE #'s : Treasurer's Office: (830) 796-4197
Park Manager: (830) 460-1497
Commissioner Wilkerson: (830) 522-1500

PLEASE RETURN SIGNED CONTRACT WITH DEPOSIT TO:

Bandera County Treasurer's Office
P.O. Box 436
Bandera, Texas 78003

OFFICE USE ONLY: _____ Sent/Received copy of Park Rules & Regulations on ____/____/_____.