

**City of Truth or Consequences
Rotary Park Rental Agreement
505 Sims Street
Truth or Consequences, NM 87901**

Please contact the City Clerk's Office at (575) 952-9417 or at
torccclerk@torcnm.gov to schedule an event

Name of Event (Printed): _____

Name of Contact (Printed): _____

Name of Organization (If applicable) (Printed): _____

Contact Phone #: _____

Contact Email: _____

Contact Address (Where to send deposit refund):

Street/PO Box	City	State/Zip
• The cleaning/damage deposit will be deposited in a city account, and will be refunded if the facility is cleaned after the event and the facility has been returned to prior condition to the satisfaction of the city. If the amount of deposit is greater than the cost of cleaning or damage, the difference will be refunded. If the cost of cleaning or damage is greater than the amount of deposit the renter will be charged accordingly based on the following format: ○ Anything damaged or broken property – Full deposit retained ○ Clean Time Up to 1 Hour – 50% deposit retained ○ Clean Time 1 Hour – 2 Hours – 75% deposit retained ○ Clean Time 2+ Hours – Full deposit retained • A Special Event Application is for the use of a portion of a park for events that are expected to draw a large number of people due to their nature, interest, location, promotion, or any combination of similar influences that are to be held in a City Park. This includes but not necessarily limited to vendors, festivals, solicitations, or performances. Vendors selling goods on public property must have a city business license. All Special Event Applications must be approved by the City Manager. City Manager or Designee may negotiate long-term agreements for extended use of the park for special events. Agreements shall not exceed 12 months. These events require city staff for support. • Please Note: The City Manager or his/her designee may impose other use regulations as he/she may deem necessary as long as those regulations do not subvert the intent of this policy. Any complaints for public affray may affect your ability to use City Parks.		

Date(s) & Time of Event:

Date: _____ Time: _____ AM/PM to _____ AM/PM

Date: _____ Time: _____ AM/PM to _____ AM/PM

Date: _____ Time: _____ AM/PM to _____ AM/PM

Date: _____ Time: _____ AM/PM to _____ AM/PM

Date: _____ Time: _____ AM/PM to _____ AM/PM

Date: _____ Time: _____ AM/PM to _____ AM/PM

Date: _____ Time: _____ AM/PM to _____ AM/PM

Date: _____ Time: _____ AM/PM to _____ AM/PM

Date: _____ Time: _____ AM/PM to _____ AM/PM

Date: _____ Time: _____ AM/PM to _____ AM/PM

Date: _____ Time: _____ AM/PM to _____ AM/PM

Date: _____ Time: _____ AM/PM to _____ AM/PM

ROTARY PARK:

Will there be any vendors at this event? If so, please mark which type of vendor and the name.

Vendor:

☐ Food Truck _____

☐ Other _____

ROTARY PARK:

Small Shelter:

- Reserving a Park Shelter:
- ☐ \$20.00: Up to 2 hours
 - ☐ \$30.00 2 hours to 4 hours
 - ☐ \$40.00 All Day Until Sundown
 - ☐ \$25.00 Refundable Deposit (*per rental*)

Large Shelter:

- ☐ \$25.00: Up to 2 Hours
- ☐ \$35.00: 2 hours to 4 hours
- ☐ \$45.00: All Day Until Sundown
- ☐ \$25.00: Refundable Deposit (*per rental*)

Use of Utilities: ☐ \$10: Electricity (*per outlet per day*)
(For non-special events)

- Special Event Application:
- ☐ \$50.00: Event Reservation (*park only*)
 - ☐ \$100.00: All Park Facilities (*per day*)
 - ☐ \$50.00: Electricity (*per event*)
 - ☐ \$100.00: Refundable Deposit (*per reservation*)

Please Note: Set-up and tear-down will be the responsibility of the renter. All events must be completed by Sundown each day. Special Events held at Rotary Park must be pre-approved by the City Manager.

City Staff Use Only:

Rental Fee: _____ Receipt Number: _____ Date: _____

Deposit Fee: _____ Receipt Number: _____ Date: _____

Deposit on file: Yes: ____ No: ____ Receipt No: _____ Date of Deposit Refund: _____

#1 Single Table Pavilion: ____ #2 Multiple Table Pavilion: ____ #3 Single Table Pavilion: ____

#4 Multiple Table Pavilion: ____



ROTARY PARK OVER VIEW MAP

2 SINGLE TABLE PAVILION (1&3)

2 MULTIPLE TABLE PAVILION (2&4)

1 ELECTRIC OUTLET HOOK UP (120VAC 20 AMP BREAKER) RED LIGHTING BOLT

I have read and understand all of the terms and conditions in this rental agreement and will abide by them:

Responsible Party signature: _____ Date: _____

City Clerk Staff Signature: _____ Date: _____

For use by City Staff ONLY.

Special Event Application Approval

City Manager Approval: _____ **Date:** _____

Parks Department Approval: _____ **Date:** _____

Business License No: _____ **Date:** _____