



OFFICE OF THE MAYOR

THE HONORABLE AUBRY MANGLONA HOCOG

Mayor of the Municipality of Rota Mailing

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GOVERNMENT FACILITY USE AGREEMENT FORM
TUN KINDO' BASEBALL FIELD

Form fields for Date, Reservation date, Reservation time, Power Requested, Receipt Number, Applicant Name, Contact Number(s), Purpose.

Rules & Regulations for Use of Government Facility

In order to extend the lifespan of Public Facilities, there is a need to put in place Rules & Regulations governing the use of such facilities. Furthermore, such regulations would help prevent conflicts between or among applicants. Therefore, the following Rules and Regulations are hereby established.

- a) All payment must be made in cash and/or check (exact \$25/hour) and must be turned into the Mayor's Office before 1pm. All checks must be made payable to the ROTA MUNICIPAL TREASURER.
b) Any reservation is on a first come, first served basis. Maximum usage of such a facility is (3) days.
c) The applicant must indicate the purpose of the event. (i.e., Wedding/Birthday)
d) Cost damages resulting from such events shall be covered by the applicant. The applicant may personally repair the damages, or the Municipality may do the repair and the applicant will be billed for the expenditures that results from the damages. Prior to using such a facility, the applicant and a representative from the Office of the Mayor shall assess the existing condition of the facility.
e) REMOVAL OF TRASH RESULTING FROM SUCH AN EVENT SHALL BE DONE BY THE APPLICANT.
f) In facilities where restrooms are available, arrange the Department be made to the designated representative from the Office of the Mayor or from Department of Community and Cultural Affairs.
g) Hold Harmless Clause: It is understood that any injury sustained by individuals while participating in the events sponsored by the applicant, the Municipality would not be held liable.

I hereby agree the foregoing as conditions for using the facility needed for my functions. _____(Initial)

APPLICANTS SIGNATURE AND DATE

APPROVING OFFICIAL AND DATE