



Effective: October 2023

Doris Williams Civic Center
333 Hwy. 332 E
Lake Jackson, TX 77566
Bus: (979) 415-2600
Fax: (979) 415-2610

SOUTH PARKING PLACE RENTAL AGREEMENT

110 S. Parking Place Pavilion - Lake Jackson, TX, 77566

Renters Name (must be 18 or over): Birthdate:
Mailing Address/City/State/Zip:

Contact Phone: Email Address:

Date of Event: Will there be alcohol? Will there be amplified music?

Type of Event:

Will you have a moonwalk or any other type of inflatable or rides?

Name of company you will be renting from?

(Certificate of liability listing the City of Lake Jackson and State Inspection certification required)

RENTAL FEES AND DEPOSITS MUST BE PAID IN FULL 30 DAYS PRIOR TO RESERVATION DATE.

Deposit Required \$200.00
Pavilion Rental Fee (including street closure) \$350.00
Rental Days: Saturday (7 a.m.-12 a.m.) Sunday (7 a.m.-12 a.m.)

SEAFOOD BOIL / FRY:

Any seafood boil / fry events will be required to pay a refundable maintenance fee.

Seafood Boil / Fry Maintenance Fee..... \$200

SECURITY: Any event with 200 or more people is subject to having security present. This will be done at the Manager's discretion. Any event where alcohol is served will require security. The Doris Williams Civic Center will obtain the necessary number of Lake Jackson Police Department officers.

The rate per officer is \$55 per hour / 4 hour minimum.

Number of officers: Hours: TOTAL DUE:

Trash Receptacle Gate Code: Pavilion Fan Lock Code:

All amplified music must be turned off at 11 p.m.

All events are subject to inspection by the Doris Williams Civic Center staff. The renter is responsible for all actions of their guests and will be held responsible for any complaints, damage or rule/law violation that may occur. Failure to abide by the rules will result in forfeiture of your deposit and termination of your event. If the Lake Jackson Police Department is required to respond to your event due to a complaint, damage or rule/law violation, all deposits will be forfeited.

- All renters must supply their own trash bags and cleaning supplies.
Trash barrels and barricades will be provided by the Doris Williams Civic Center.
The rental grounds must be left litter free and all trash cans must be emptied into the provided dumpsters.

Renters and guests must park in designated parking areas only.

All pets must be on a leash.

In the event of inclement weather, a full rental refund will be issued if the renter cancels the event IN WRITING 48 HOURS PRIOR TO THE EVENT.

Cancellations, in writing, made at least 30 days prior to rental date are eligible for a full refund.

Signature Date LJCC