



**APPLICATION AND PERMIT FOR THE USE OF THE POINTE COUPEE PARISH
MULTI-USE FACILITY/AREA**

NAME: _____

ADDRESS: _____

PHONE: _____

EMAIL ADDRESS: _____

DATES OF RENTAL: _____

The applicant agrees to comply with all terms and conditions set forth, including any state laws/parish ordinances. The Director of Parks and Recreation and/or the Pointe Coupee Parish President (herein known as Parish) reserves the right to adjust or change the rates/conditions of this contract at any time to accommodate any special arrangements or requirements as needed.

**THIS APPLICATION/PERMIT MUST BE SUBMITTED 14 BUSINESS DAYS PRIOR
TO THE EVENT. NO EXCEPTIONS.**

**PER PARISH ORDINANCE – HORSE OWNERS MUST PROVIDE PROOF OF A
NEGATIVE COGGINS TEST TO THE PARISH.**

- A deposit of 50% of the total fee must be made at the signing of this application, 14 business days prior to the event, as guarantee that the permit will be complied with. This deposit will be returned only at the discretion of the Parish.
- This deposit will not be returned if this event is cancelled within 7 business days of the event.
- An additional damage deposit of \$150.00 is required.

- **Full Day Rental of Multi-Use Area (8 hours):**

Livestock Events (Excluding Rodeos and Trail Rides) - \$300.00 per 8-hour day

Non-Livestock Events/Trail Rides/Rodeos - \$350.00 per 8-hour day.

Tractor Drivers - \$75.00 per 8-hour day. Only Pointe Coupee Parish Government employees are allowed to operate tractors – NO EXCEPTIONS.

Move In/Out Days - \$50.00 per hour. Only allowed Monday-Friday 8:00 a.m. - 4:30 p.m.

Days in excess of 8 hours are subject to a \$50.00 per hour additional charge up until 12 hours. All events must end after 12 hours.

The parish will require law enforcement, at applicant's expense for any event over 100 people. Trail Rides must follow parish ordinance.

- **Half Day Rental of Multi-Use Area:**

\$150 per 4-hour period with no admission charges.

\$300 per 4-hour period if there is an admission charge.

The parish will require law enforcement, at applicant's expense for any event over 100 people.

- **Pointe Coupee 4-H, FFA or other school sanctioned events:**

\$50 per day

- **Additional Charges:**

Special Set up by parish staff - \$35.00 per hour.

Additional parish staff - \$25.00 per hour.

RV Slips - \$35.00 per day per site.

RULES/PROVISIONS:

- A. All events will require this application/permit and a deposit to be paid in full 14 days prior to the event.**
- B. No glass containers are permitted at any time.**
- C. The parish will require law enforcement at applicant's expense, for ANY event that serves or allows the consumption of alcoholic beverages.**
- D. Applicant must contact the Pointe Coupee Parish Sheriff's Office to determine how many officers are needed for their event. All fees for these officers must be paid prior to the event to the Pointe Coupee Parish Sheriff's Office and proof of payment must be presented to the Director of Parks and Recreation prior to approval of any event.**
- E. Any function selling or serving alcoholic beverages must provide a permit from ATC.**
- F. There is no smoking allowed on parish property.**
- G. No ATV's allowed on parish property.**
- H. No alterations may be made to the facility.**
- I. Fireworks are prohibited.**
- J. All activities must be suitable for family entertainment.**
- K. Additional restroom facilities may be required at applicant's expense.**
- L. Any damage to parish property must be reported immediately to staff.**
- M. The parish reserves the right to end a function at any time.**

In addition to the above – Trail Rides must also agree to the following:

- N. This application/permit will also require an additional trail ride permit as provided in Pointe Coupee Parish Code of Ordinances Chapter 26.**
- O. Trail rides that will use state roads must provide a permit of Temporary Occupancy from the Louisiana Department of Transportation and Development.**
- P. Trail rides – participants, horses, and vehicles must vacate the multi-use area/parish property by 10:00 p.m.**

Q. Applicant must provide sufficient portable restroom facilities at the applicant's expense.

R. Security by the Pointe Coupee Parish Sheriff's Office must be provided in accordance with Pointe Coupee Parish Code of Ordinances Chapter 26-4 (b). Attendance in excess of 200 people will require additional security as determined by the Pointe Coupee Parish Sheriff's Office.

Insurance Requirements:

The applicant shall provide, at their expense, proof of insurance coverage for this event with a company with an A- or better rating as determined by A.M. Best's Rating Guide, a commercial liability policy for at least \$1,000,000 with the parish named as an additional insured. The policy will include coverage for bodily injury, property damage, personal injury, independent contractors, and products. The policy will contain a severability of the interest's provision. The policy will also include all phases of the event including move-in and clean up days. The lessee shall not occupy the facility or grounds until the certificate is provided.

I hereby agree to these terms/conditions and understand that the parish has the right to refuse this rental/permit request and limit the number of persons attending. I understand that I am financially responsible for any damages to the facility during this rental period. I understand that failure to follow these terms/conditions and/or damage to the facility/grounds will result in the forfeiting of any damage deposit and the parish seeking reimbursement for any amounts in excess of the deposit.

Applicant/Date

Director of Parks and Recreation/Date

Parish President/Date