



ED BURKE RECREATION CENTER - FACILITY RENTAL PERMIT

11400 NE 9th Court - Biscayne Park, FL - 33161 - (305) 899 8000 - recreation@biscayneparkfl.gov

Rentals are available only during times when facilities are not being utilized by the Recreation Department or Village sponsored programming. All fees must be paid two (2) weeks prior to rental. There is a two (2) hour minimum for all rentals. It is the objective of the Recreation Department to provide your group/event with a safe, clean and attractive recreational facility. Please report any problems or concerns you encounter. We welcome your comments and suggestions.

TODAY'S DATE: _____

EVENT DATE:

MONTH	DAY	YEAR

NAME: _____
FIRST LAST

TYPE OF EVENT / USE OF FACILITY _____

VILLAGE OF BISCAYNE PARK RESIDENT: YES NO
Proof of residency required (example: driver's license, utility bill)

ADDRESS: _____
ADDRESS CITY, STATE, ZIP

TELEPHONE: () _____ () _____
HOME CELL

E-MAIL ADDRESS: _____

NUMBER OF PARTICIPANTS EXPECTED: _____
ADULTS CHILDREN TOTAL

TIME OF EVENT: _____ AM PM _____ AM PM _____
FROM TO TOTAL HOURS

NOTE: Applicant is allotted ONE (1) HOUR before for set up and ONE (1) HOUR after for clean up.

<input type="checkbox"/> GAME ROOM <small>Capacity: 35</small>	<input type="checkbox"/> RESIDENT (\$40/HR)	<input type="checkbox"/> NON RESIDENT (\$80/HR)	X	_____	= \$ _____
				HOURS	TOTAL
<input type="checkbox"/> MEETING ROOM <small>Capacity: 50</small>	<input type="checkbox"/> RESIDENT (\$50/HR)	<input type="checkbox"/> NON RESIDENT (\$100/HR)	X	_____	= \$ _____
				HOURS	TOTAL
<input type="checkbox"/> STAFF	<input type="checkbox"/> During Non-Operating Hours (\$25/HR)		X	_____	= \$ _____
				HOURS	TOTAL
					\$ _____ TOTAL RENTAL FEE

SECURITY DEPOSIT (Returned after inspection of facility): **\$100.00**

- Applicant agrees to:**
1. Abide by all Village, County and State regulations.
 2. Alcoholic beverages are NOT to be consumed on Village property.
 3. Properly dispose of trash, bottles, cans and other debris generated by the event.
 4. Accept responsibility for the behavior and actions of the participants.
 5. Permit no obscene language, rude or like behavior.

APPLICANT'S SIGNATURE DATE

VILLAGE OF BISCAYNE PARK USE ONLY

Amount Paid \$ _____ CASH CHECK Date: _____ By: _____