

# *Washington County Parks and Recreation*

*651 Hwy 273*

*Chipley, Fl 32428*

*Phone: 850-638-6078*

*Fax: 850-638-6079*

## Equestrian Facility use Request

### Part 1 Request

*Send this request to Parks and Recreation at least two weeks before activity date to:*

*Washington County Parks and Recreation  
1331 South Blvd  
Chipley, Fl 32428*

1. Name/Organization: \_\_\_\_\_
2. Address: \_\_\_\_\_
3. Responsible Person(s): \_\_\_\_\_
4. Phone Number(s): \_\_\_\_\_
5. Purpose: \_\_\_\_\_
6. Date(s) of Use: \_\_\_\_\_
7. Time: From: \_\_\_\_\_ To: \_\_\_\_\_
8. Describe Equipment/Decorations to be used/ Any Special Requirements (please be Specific):

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Each person or group using the above facility understands and agrees to the following conditions:

- a. Washington County assumes no responsibility for any personal injuries or loss of property resulting from the use of the facility.
  - b. Any individual or group agrees to comply with all Washington County rules and regulations.
  - c. Any individual or group is responsible for any theft or damage to Washington County property.
9. Signature of requestor or responsible person: \_\_\_\_\_ Date \_\_\_\_\_
  10. Maybe contacted at: \_\_\_\_\_
  11. Email Address: \_\_\_\_\_

Use of this Facility is NOT CONFIRMED until requestor receives a return copy of this form with signatures of approval.

1. Documents Received and Reviewed \_\_\_ Yes Complete Yes/No Date\_\_\_\_\_ Initials\_\_\_\_\_

2. Facilities Manager/Asst Manager: \_\_\_Approved \_\_\_Disapproved Date\_\_\_\_\_ Initials\_\_\_\_\_

3. Special Requirements: \_\_\_\_\_Approved \_\_\_Disapproved Date \_\_\_\_\_ Initials\_\_\_\_\_

4. Originals Files, Copies sent to requestor? \_\_\_Yes \_\_\_No Date \_\_\_\_\_ Initials \_\_\_\_\_

Facilities Managers Signature: \_\_\_\_\_

Asst. Facilities Manager Signature: \_\_\_\_\_

**Please send request to:  
Washington County Parks and Recreation  
1331 South Blvd  
Chipley, Fl 32428**

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**Agreement for Temporary Use of Equestrian Facility**

Name and Address of Organization or Individual Entering Agreement

User(s): \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_ Home \_\_\_\_\_ Cell \_\_\_\_\_

Specify Type of Activity: \_\_\_\_\_

Date and Time: \_\_\_\_\_

1. Washington County Shall:

- a. Not be responsible for any damages accidents or injuries that may happen to the users or their guest, employees, spectators and any and all other participants and/or property from any cause whatsoever arising out of or resulting from the above described activity during the period covered under this agreement; and the said user hereby releases and holds harmless Washington County from and agrees indemnify it against claims for such damage, accident, or injury.
- b. Reserve the right, in the exercise of its discretion, to rescind and cancel this agreement at any time when the premises are not being used for the intended purposes of the agreement's activity.
- c. Attached is the Washington County's rider which is provides the fee guidelines and other detailed specifications of this agreement and becomes part of this agreement.

2. The User(s) Shall:

- a. Obtain at the user's cost and expense any and all licenses or permits required by law or ordinance.

- b. Remove from the premises within twenty-four (24) hours following the conclusion of the contracted activity all decorations, equipment, and materials (food, dishes, etc.) used by the User(s). Washington County assumes no liability for the User's decorations, equipment and materials.
  - c. Make prior arrangements with Washington County for early deliveries of decorations, equipment and materials.
  - d. Not re-assign this agreement or sublet the premises or use of the premises for any purpose other than that herein specified, without consent of Washington County.
  - e. Not use or store any substance or things prohibited by any law or ordinance in or on any part of Washington County's premises.
  - f. Save Washington County harmless and indemnify it against all claims or liability for workers compensation and/or other public liability and/or property damage liability which may arise or accrue by the User(s) of the Facilities and/or property of the Washington County. In addition, assume responsibility for the character, acts and conduct of all persons admitted to the facilities or property of Washington County by the consent of the user(s).
  - g. Provide Washington County with the Certificate of Insurance that contains evidence of Comprehensive General Liability Insurance.
  - h. An advance security and/or damage deposit in the amount of \$150.00 must accompany the request form. The deposit will be returned to the user(s) by Washington County after all financial obligations and other obligations, defined in this agreement, have been met.
  - i. In the event a rental needs be cancelled Washington County must be notified at least 2 weeks before the event date to receive a refund of the security deposit.
3. Payments of Charges:
- a. All Checks must be made payable to Washington County Parks and Recreation.
  - b. All payments will be delivered to Washington County no later than one week prior to the use of the facilities
  - c. Any user(s) not paying the agreed price within the stipulated time may be denied use of the Washington County facilities.
  - d. The fees and specific details as needed for the use of Washington County Facilities are outlined in the attached Rider, and becomes part of the agreement.
4. The following Regulations Shall be Followed:
- a. Smoking in the Washington County Multipurpose Arena is NOT permitted.
  - b. Washington County equipment will not be taken from the premises under any condition, and in the event equipment is found missing, User(s) are responsible for its replacement cost.

- c. Washington County retains all concessions rights and the user(s) may not engage in any selling of any item without Approval from Washington County.

5. Acknowledgement:

- a. This agreement will not be binding upon Washington County until accepted and approved by Washington County. Accordingly, the undersigned acknowledgement and agree that the information of this agreement constitutes the making of a contract.

For Washington County:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

For User(s):

\_\_\_\_\_  
Signature #1    Date

\_\_\_\_\_  
Signature #2    Date

\_\_\_\_\_  
Signature #3    Date

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## **Sponsorship Form**