



# Cordry-Sweetwater Conservancy District

## *Sweetwater Beach Shelter House Reservation Agreement*

Date of Reservation: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_  
Freeholder Name: \_\_\_\_\_ Freeholder Lot Number: \_\_\_\_\_  
Contact Info: \_\_\_\_\_ Estimated Guest Count: \_\_\_\_\_  
Type of Event: \_\_\_\_\_  
Will alcohol be available? \_\_\_\_\_

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*Reservations are confirmed and in effect once the Agreement, Security Deposit, and Rental Fee are signed and secured.*

Cancellations can be made up to 48 hours before your reservation with no fees. Except for weather or an emergency circumstance, any cancellation within 48 hours will be subject to the minimum two hour rental fee.

The rental fee covers the costs associated with employing staff, utilities, cleaning, and general maintenance on the facility.

The Freeholder named above will be held responsible for any damages and/or violation of any of the rules or rental terms.

### General Agreements:

\_\_\_\_\_ The Freeholder agrees that the rental of the Beach Shelter House is for the usage of the South Shelter House ONLY. Sweetwater Beach and the North Shelter House will remain open for use by any/all Freeholders and their guests. Guests will use dedicated parking areas only including the gravel beach parking lot and the grass field across from the beach. Guests shall not park at the boat parking area.

\_\_\_\_\_ Freeholder agrees that their scheduled rental time INCLUDES both set-up and clean-up.

\_\_\_\_\_ Freeholder agrees to return the facility to a condition similar to before the use period. Trash must be placed in receptacles.

\_\_\_\_\_ Freeholder shall not use the facility in any manner that is a violation of any ordinance, statute, regulation, or government authority, nor shall the Freeholder maintain or permit any nuisance to occur or exist during the event.

\_\_\_\_\_ Freeholder agrees that all events must be ended by 11:00 PM.

\_\_\_\_\_ Freeholder agrees to be present at the event's start time and end time. If Freeholder leaves at any time during event they shall alert the Beach Attendant and name a responsible CSCD Freeholder until they return.

\_\_\_\_\_ Freeholder agrees to supply a portable toilet or pay a septic fee for any gatherings over 50 persons.

\_\_\_\_\_ Freeholder agrees that fireworks are prohibited anywhere on CSCD property (exception is CSLOA 4th of July Fireworks).



# Cordry-Sweetwater Conservancy District

## Sweetwater Beach Shelter House Reservation Agreement

\_\_\_\_\_ Freeholder understands that Sweetwater Beach is a family-friendly park. Music shall be kept at a reasonable volume and the content shall be aligned with the family-friendly atmosphere.

\_\_\_\_\_ Freeholder is responsible for all guests of the event and any damages that any guests cause whether accidental or purposeful.

\_\_\_\_\_ All damages will be subtracted from the Security Deposit. If damages amount to more than the Security Deposit the Freeholder is responsible to pay for the entire damage.

\_\_\_\_\_ The Freeholder or organization that is renting this facility agrees to indemnify and hold harmless the CSCD, its members, officers, agents, employees, and contractors from any and all liability, claims, demands, right of actions, loss, cost, damages or expenses (including attorney fees) on account of the revocation of this permit, or for any injury to, or death of, any person(s) or instance of damage to applicant's property, when injury, death, or damage arises out of or is any way connected with the presence of the applicant, the applicant's guests, agents, and/ or employees on the premises of the CSCD.

I have read and understand the policies that pertain to the use of Sweetwater Beach Shelter House and agree to their contents. I further agree to comply with all stated regulations of the CSCD and hold harmless the CSCD and its agents, representatives, and employees from any and all liability resulting from my use of the facility/ grounds.

\_\_\_\_\_  
Freeholder's Signature Date

\_\_\_\_\_  
Freeholder's Printed Name

\_\_\_\_\_  
CSCD Representative's Signature Date

### **Fees & Deposits**

*Exempt: CSLOA, CSVFD, Church of the Lakes & reservations ending by 11 AM*

\$400 Security Deposit is required for all non-exempt reservations

Rental Rates	<b>TWO HOUR MINIMUM</b>
11 AM– 5 PM	\$25/ Hour
5 PM– 11 PM	\$50/ Hour

***Groups over 50 must pay a separate \$200 Septic Fee or provide proof of port-o-let service 48 hours prior to event.***

Fees Received	Office-Use Only
Security Deposit	
Rental Fees	
Signed Agreement	



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## *Sweetwater Beach Shelter House Reservation Agreement*

### **Alcohol Agreement**

\_\_\_\_\_ Freeholder agrees to provide a Certificate of Insurance adding the CSCD as an "Additional Insured" for general liability and/or provide additional Host Liquor Liability coverage if alcoholic beverages will be available, served, and/or sold at the event.

\_\_\_\_\_ No one under the age of 21 is to be provided, in any way, any alcoholic beverages.

\_\_\_\_\_ Freeholder agrees that the CSCD, through one of its representatives, reserves the right to end the event if there is intoxication or if alcohol is served to minors. The Freeholder will lose both the rental fee and the security deposit in this circumstance.

\_\_\_\_\_ If alcohol is to be served to guests the server must have a valid Indiana Server's Permit.

\_\_\_\_\_ Freeholder shall notify the office one week prior to the event if there is a change in providing alcohol.

I have read and understand the policies that pertain to the use of Sweetwater Beach Shelter House and agree to their contents. I further agree to comply with all stated regulations of the CSCD and hold harmless the CSCD and its agents, representatives, and employees from any and all liability resulting from my use of the facility/ grounds.

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Freeholder's Signature

Date

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Freeholder's Printed Name

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CSCD Representative's Signature

Date



# Cordry-Sweetwater Conservancy District

## *Sweetwater Beach Shelter House Reservation Agreement*

### **General Rules/ Security Deposit Checklist**

- 1) Glass bottles are not allowed on the beach or grass areas surrounding the beach.
- 2) Fireworks are not allowed.
- 3) Grills can only be used outside of the shelter house. Grills must be removed from the facility after use.
- 4) Parking is NOT permitted in the boat trailer parking lot. All parking must be at the beach facility or across the road in the grass field.
- 5) Sweetwater Beach and its equipment is open to all CSCD Freeholders and guests regardless of shelter house reservation. This includes the beach, the lake, playgrounds, and volleyball court. These are all used on a first come-first serve basis.

### **Security Deposit Checklist**

- \_\_\_\_\_ All tables put back to their original positions
- \_\_\_\_\_ All tables cleaned off
- \_\_\_\_\_ All trash in or next to receptacles
- \_\_\_\_\_ All decorations removed including any staples or small nails
- \_\_\_\_\_ Parking area is clear of trash
- \_\_\_\_\_ Bathrooms have not been damaged
- \_\_\_\_\_ No other damage is noted

Any reasons why a full security deposit would not be initiated (Filled out by CSCD Representative):

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If there are damages, rules broken, or an incomplete checklist a portion or all of the Security Deposit will be withheld. By signing below the Freeholder agrees to the conditions of the facility after-use as reported on this sheet. Any protests shall be presented to the Security Commission during a regularly scheduled meeting.

\_\_\_\_\_

Freeholder's Signature

\_\_\_\_\_

CSCD Representative's Signature

Deposit Return	Office-Use Only
Full Amount	
Other	