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TOWN OF NACHES FACILITY USE POLICY

The following list of policies and procedures are to be followed by persons using Town facilities.

1. The signature of the applicant (below) indicates that all policies and procedures for the use of Town owned property have been read and that the applicant understands and agrees to adhere to them.
2. The person signing this form personally and on behalf of the group accepts any and all responsibility or liability for 1) the care and use of Town property used by the group; 2) the conduct of the event; and 3) the conduct of the participants and spectators of the event at the facility.
3. When the event is over, the facility (ies) must be left in a clean and orderly condition. If additional clean up is required, the person signing this form will be billed for the cost of the clean up.
4. Security is the responsibility of the group requesting the use of the facility (not the Town of Naches).
5. User groups will provide additional supervision, at their own expense, as the Town Council may determine necessary for the activity.
6. The Town of Naches reserves the right to refuse the use of any Town-owned facility or property to any individual or group.
7. Persons shall NOT ride, drive, or operate any automobile, motorcycle, bicycle, or other vehicle, or ride any animal on Town property except on established roads and parking lots unless special arrangements are made for the purpose of setting up and dismantling equipment.
8. Activities will not be allowed past 10:00 p.m..
9. Alcoholic beverages are prohibited.
10. Commercial use of any Town facility is restricted.
11. Private non-profit organizations may use Town facilities during the course of fund raising with prior approval of the Town Council and/or Town Staff.

12. The Town of Naches will not be responsible for providing audio-visual equipment, sound systems, extension cords, tables, chairs, benches, etc..
13. The applicant(s) requesting use of Town of Naches facilities and/or property agrees to protect and hold the Town of Naches, its elected and appointed officials and employees harmless from and against all claims, damages, and causes of action of any kind or character, including the cost of defense thereof, arising out of the group's or individual's use and/or actions in connection with this policy, except when such fault is solely and entirely the fault of the Town of Naches.
14. The applicant(s) shall procure and provide evidence to the Town of an insurance endorsement/certificate naming the Town as covered party with no less than 1 million dollars of coverage.

Applicant/Group Name: _____

Date of Use Requested: _____ Requested Times of Use: _____
(Begin/End Time)

Purpose of Use: _____

Date of Application

Applicant Signature

For Official Town Use Only

Approved: [] **Denied:** []

By: _____

Date: _____

Title _____