APPLICATION FOR RESERVATION

RAYMOND GOULD COMMUNITY CENTER
385 CLAIBORNE
VIDOR, TEXAS 77665
CALL FOR RESERVATION- (409)745-2255

EVENT DATE_____ (PLEASE PRINT)

NAME _____And /or
Responsible for Rental Contract Agreement

ORGANIZATION _____

ADDRESS_____
Street City State Zip code

PHONE_____ WK. PHONE_____ OTHER PHONE _____

EVENT TIME _____ EVENT TYPE _____ # OF PEOPLE _____

Non-refundable Fee $50.00 per Day - REFUNDABLE SECURITY DEPOSIT AMOUNT $100.00 **$150.00 is due at time of Reservation**

THIS NEEDS TO BE RECEIVED WITHIN (7) DAYS AFTER RESERVATION IS PLACED WITH PARKS STAFF; IF NOT RECEIVED IT WILL BE TAKEN OFF CALENDAR

MAKE DEPOSIT PAYABLE TO: *ORANGE COUNTY PARKS*

CHECK - MONEY ORDER -CASHIER CHECK - CASH ACCEPTED

ALL FORMS OF PAYMENT WILL BE DEPOSITED (Tex.Gov. Code Sec. 113.021)
If Applicable a REFUND WILL BE ISSUED WITHIN 30 DAYS AFTER THE EVENT

My signature below indicates that I have received a copy of the Vidor Community Center Rental Regulations. I have read and accepted the terms of the rules. These rules define what is Allowed and what is NOT allowed at this facility. I am responsible for maintaining compliance of these rules during my scheduled event. I am responsible for physical damages to any part of this County facility used during my event time.
VIOLATION OF THESE RULES WILL RESULT IN NO REFUND OF RESERVATION DEPOSIT AND NO FURTHER RENTALS.

_____ _____

DATE SIGNATURE

PLEASE KEEP THE FOLLOWING THREE PAGES FOR YOUR REFERENCE

MAIL RESERVATION DEPOSIT AND APPLICATION TO: ORANGE COUNTY PARKS 14810 IH-10 VIDOR TEXAS 77662

VIDOR COMMUNITY CENTER RENTAL REGULATIONS

I. LIMITATIONS ON RENTAL OF FACILITIES

1.01. Right to Refuse Rental

Orange County reserve the right to refuse to rent the facility to any person, group, or organization who has previously misused and/or damaged the facility, refused to cooperate with City or County law enforcement personnel or otherwise violated in rule or regulation set forth herein.

1.02. Forfeiture of Deposit

PERSONS VIOLATING THESE RULES WILL FORFEIT THEIR ENTIRE DEPOSIT

1.03. Multiple Reservation Limited

Persons or organizations wishing to reserve the facility for multiple weekends (Friday evening through Sunday evening) and holiday will be limited to once each 90 day period. Persons and Organizations wishing to reserve for re-occurring week day events will be allowed use two times a month, they will need to reschedule events every 90 days. Deposits will be paid in money order, cashier check or personal check. (No temporary checks will be accepted)

Orange County events such as Elections and Departmental Training Sessions take precedence over any other reservations; these will also be reserved every 90 days

1.04. No Pets or Livestock

Pets or livestock are not permitted in facility. (This provision shall not apply to animals providing assistance to the blind or disabled)

1.05. Must be 18 to Rent

No one under eighteen (18) years of age will be permitted to rent the facility

1.06. Chaperones

Adult chaperones must be present during the entire function at a ratio of 1 adult per 10 minors attending.

1.07. Violation of City Ordinance

No person shall violate and County or city ordinance concerning loud music or disruptive noise.

1.08. Building Occupancy Limitations

Building Occupancy shall be limited to **94 people**

1.09. Only Non-Profit Rental Allowed

Facilities will not be rented to any group who will charge an admission, accept donations or make a profit without prior approval from the Orange County Parks Director

1.10. **No Alcohol or Smoking**

No alcoholic beverages are permitted in the building or on the premises. Orange County facilities are smoke free. There is a designated smoking area behind Community Center.

1.11. Miscellaneous Prohibitions

Nothing shall be tacked, stapled, taped or nailed to the walls or ceiling of the building.

No “Silly String” or similar products are allowed. No bottle gas appliances or barbecue pits are allowed inside the center. All Decorations must be free standing

1.12. The Facility is not to be left unattended during your rental hours

The County does not provide attendants.

1.13. Rental includes: 27-8 ft. tables and 136 chairs. The Kitchen is equipped with a refrigerator, Microwave, stove and oven. You cannot bring in any additional tables and chairs.

1.14. Inflatable recreation devices are strictly prohibited.

1.15. No cooking of fish, crawfish or seafood is allowed in the building. No serving of crawfish is allowed in facility.

1.16. Organizations that have a 501c3 IRS status are exempt from the Reservation Deposit; a Declaration Letter is required for Proof. If Rental Regulations are violated the opportunity to Reserve a Date will be forfeited.

1.17. Hours of Use Begins at 9:00 am each day and ends at 12:00 midnight

In order for Parks Staff to conduct a walk through to determine whether Compliance of Rental Regulations was met

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II. WAIVER AND RELEASE OF LIABILITY

2.01. Inspection

Persons renting the facility affirmatively represent that they have inspected the facility and found the same to be suitable for their intended use.

2.02. Waiver of Liability

Persons renting the facility agree that in consideration of their rental of the facility, they release Orange County from any liability for any physical injuries or property damage sustained by renters or other guest. The renters will assume all responsibility.

2.03. Personal Property Left in Facility

Personal Property left in the facility will not be the responsibility of Orange County

III. REQUIREMENTS OF SECURITY

3.01. Minimum Security Present

Orange County reserves the right to require, at the sole discretion, and at the sole cost of the renter, the presence of paid professional security officers. This requires a security office that is a Texas Peace Officer and holds a security officer's commission issued by the Texas Board of Private Investigators.

IV. PROCEDURE FOR RENTING FACILITIES

4.01. Key Pick-up

You must pick up key and return key at the Vidor Police Department. The key is to be returned immediately following the event. If the key is not returned, your deposit will be forfeited.

4.02. Condition of Facility

Upon Arrival, if the renter determines that the conditions of the community Center are in an unsatisfactory condition, the Renter may call the Orange County Parks Department to record the condition of the facility and determine the responsibility for the violation of rental regulation. Otherwise, the renter may be held accountable for damages.

4.03. Inspection of Premises

County Personnel will be authorized to inspect the premise at any time. Parking by attendees should not interfere with traffic flow or other adjoining activities.

4.04. All functions end at Midnight

All functions are to be concluded and the facility closed at 12:00 midnight. Exceptions to this rule include New Year's Eve, where the closing time shall be on later than 1:00am.

4.05. Cleaning of Facility

You are responsible for the building and grounds during your rental period. The building is to be left in good order with all equipment being returned to its location before leaving. The tables and chairs are to be cleaned and the floor is to be swept and mopped. The restrooms shall be cleaned. All paper and garbage in the building, on the immediate grounds, and in the parking lot is to be picked up and disposed of in the outside dumpster. Kitchen appliances and counter tops shall be left free of all food. If any equipment, including mop, broom or mop bucket are removed, the deposit will be forfeited.

A refund will be issued within 30 days after the event

if all VIDOR COMMUNITY CENTER RENTAL REGULATIONS are followed

All money will be deposited at the time of Reservation. (Tex.Gov. Code Sec. 113.021)

Adopted 1/12/04 by Orange County Commissioner's Court

Adopted 5/29/18 by Orange County Commissioner's Court

Adopted 8-6-2024 by Orange county commissioners Court

Clean up Check List for Raymond Gould Community Center

FAILURE TO DO ANY OF THESE TASKS WILL FORFIT YOUR DEPOSIT OF $100.00

- ***Bag all trash into cans provided, then place bags in cans outside of building***
- ***Pick up all trash around outside of building***
  Park Ranger will pick up trash bags each day
- ***Must Sweep Floors***
- ***Must Mop is spills occur***
- ***Rinse Mop and leave in Kitchen to dry***
- ***Wipe down tables and counter tops & and appliances***
- ***Stack tables and return chairs to cart***
- ***Take out trash from Bathrooms***
- ***Do not leave food in refrigerator***
- ***Check doors and windows to make sure they locked***
- ***Return key to Vidor Police Department***

To Report incompliance by previous renter
Call Park Ranger or take pictures send to:
409-332-6418 or 409-920-0223