

**CITY OF NEW SMYRNA BEACH – CORONADO CIVIC CENTER
FACILITY USE LICENSE AGREEMENT**

223 FLAGLER AVENUE, NEW SMYRNA BEACH, FL 32168
(386) 410-2880 * FAX (386) 410-2888

NAME OF EVENT: _____ DATE OF EVENT: _____

DAY OF WEEK: _____ TIMES OF EVENT (INC. SETUP): _____

TYPE OF EVENT: _____ EST. ATTENDANCE: _____

WILL YOU BE SERVING: FOOD ___ BEVERAGE ___ BEER/WINE/LIQUOR ___

NAME OF APPLICANT/ORGANIZATION (LICENSEE): _____

PHONE (DAY): _____ (EVENING) _____

EMAIL ADDRESS: _____

MAILING ADDRESS: _____

**PLEASE BE ADVISED THAT PARKING FOR CITY FACILITIES IS NOT GUARANTEED
SMOKING IS NOT PERMITTED AT THIS FACILITY**

DATE BOOKED: _____

\$ _____ RENTAL FEE (\$25/HR MUST INCLUDE SET-UP AND BREAK-DOWN)

\$ _____ ADDITIONAL FEES (\$100 FOR SERVING ALCOHOL, \$200 FOR SET-UP & BREAKDOWN)

\$ _____ SALES TAX (6.0%) *SALES TAX EXEMPT CERTIFICATE: _____

\$ _____ TOTAL RENTAL FEE (MUST BE PAID **5 DAYS PRIOR TO RENTAL DATE**)

\$ 100.00 PERFORMANCE GUARANTEE DEPOSIT (REQUIRE TO RESERVE DATE)

DATE DEPOSIT RECEIVED _____ CHECK # _____ CASH _____ VISA _____ MC _____ DISC _____

DATE RENTAL RECEIVED _____ CHECK # _____ CASH _____ VISA _____ MC _____ DISC _____

(CHECK MADE PAYABLE TO CITY OF NEW SMYRNA BEACH & DELIVERED TO 105 S. RIVERSIDE DR., NSB, FL 32169)

It is understood that the Licensee will be responsible for the building and/or grounds to be in good condition upon leaving and that all damage must be reported to the Leisure Services Staff immediately. It is also understood that the Licensee is responsible for payment of all scheduled dates in advance. The Leisure Services Staff must be notified in advance of all cancellations, with the Deposit & Cancellation provisions of the Coronado Civic Center Terms and Conditions governing refunds of deposits.

In consideration of the privilege herein granted, Licensee will not claim any damages from Licensor in connection with or on account of any injuries or damages arising in or on the above-described property while being used by the Licensee and Licensee's members, guests, or invitees.

I have read and understand the rules, regulations and policies given to me at the time of this contract.

LICENSEE SIGNATURE _____ DATE _____