



MIAMIBEACH

PARKS & RECREATION PLAYGROUND/BIRTHDAY PARTY RENTAL FORM

Application Date: _____ Facility Requested: _____

Rental Date: _____ Hours of Rental: _____

Name: _____

Address: _____ City, State & Zip Code: _____

Telephone #: _____ Cell or Pager: _____

Will You Be Having Any Type of Entertainment: Yes No Will You Be Having Catering: Yes No

Type (be specific): _____

Company Name & Telephone: _____

All vendors must submit the following insurance (at least two weeks in advance):

- All vendors must have one million dollars liability insurance & workers' compensation.
- If they do not have workers' compensation vendor must write a letter, on company letterhead, stating they are not required to have it because they have less than 3 employees (including the owner).
- Vendors must provide an insurance certificate with the following statement on it: "The City of Miami Beach" is an additional insured for this event only.

*Clowns, magicians and food vendors that are bringing prepared foods are not required to submit insurance.

**NO PARTY WILL BE APPROVED WITHOUT PROPER INSURANCE. IT IS THE RESPONSIBILITY OF THE RENTER TO ENSURE PROPER INSURANCE.

Rules and Regulations:

- Facility is staffed during the rental hours only.
- Setup and cleanup times are 1/2 hour prior to party and 1/2 hour at end of party time. This includes set up and breakdown of all vendors. Rides will not be permitted to set up before 1/2 hour of scheduled party.
- No barbecues or open fires.
- No drinking of alcoholic beverages permitted or allowed on premises.
- It is the responsibility of renter to supervise guests, presents and party supplies.
- No animals permitted.
- Renter is provided a designated area, however the park is always open to the general public.
- Caterers must bring in pre-cooked food. Food is not allowed to be cooked on premises.
- No water slides or any type of water activities (except water balloons) permitted.
- Inflatables/Rides are not permitted at Flamingo Park.
- Lessee agrees to abide by all city, county, and state laws during use of City of Miami Beach facilities including Chapter 46, Article IV. Noise. Violations may result in fines and penalties.
- Please contact the City's Special Events Production Liaison to determine if your event qualifies for a Special Events Permit at the Tourism & Cultural Development Department (Ph: 305-673-7577). Please be advised that the Special Events Office requires a sixty (60) day notice prior to the event start date in order to process an application.

Cost:

Miami Beach Residents: \$125 + Tax (7%) = \$133.75 (\$125 if not charging admission to event, \$225 if charging admission to event)

Non-Residents: \$225 + Tax (7%) = \$242.50 (\$225 if not charging admission to event, \$425 if charging admission to event)

Staff: \$25.00 per hour per employee with a 4 hour minimum. A \$50.00 clean up deposit is required. Deposit will be refunded provided the facility is left clean.

Please make two checks, payable to the City of Miami Beach; one for rental and one for clean up deposit.

All rentals must be paid for within one week of reservation, otherwise the date will not be held.

CANCELLATION MUST BE MADE 48 HOURS PRIOR TO PARTY FOR A REFUND.

My signature acknowledges my full understanding and compliance with the above policy.

Print Name Signature

Amount paid for rental \$ _____ Payment Type _____ Cash _____ Check # _____

Amount paid for clean up deposit \$ _____ (Check only # _____) Reservation taken by _____

Receipt # _____ Permit # _____ Updated Rec-Ware On: _____ By Whom: _____

(Date)