



## Request for use of Barrier Fencing

Organization/Agency\_\_\_\_\_

Main contact person requesting use\_\_\_\_\_

Address\_\_\_\_\_

Day Phone\_\_\_\_\_ Evening Phone\_\_\_\_\_

Reason/Event for Rental\_\_\_\_\_

Date(s) Requested\_\_\_\_\_

Set-up Time and Day\_\_\_\_\_

Take Down Time and Day\_\_\_\_\_

Exact location(s) where barrier fencing is to be placed:\_\_\_\_\_

\_\_\_\_\_

### **Barrier Fencing Rental General Policies**

#### ***Reservations***

- A. Priority in reserving Barrier Fencing is: 1) City of Brownsville 2.) other governmental units, 3.) local non-profit, fraternal, community, and service organizations, 4.) business and individual use.
- B. Reservations are taken on a first come, first served basis.
- C. The City of Brownsville reserves the right to refuse rental of the Barrier Fencing for any event deemed a potential hazard to the Fencing, or any event deemed not in the best interest of the City of Brownsville.

#### ***Rules and Regulations***

It is understood that the group or organization using the Barrier Fencing, represented by the undersigned below, will comply with the laws of the State of Texas, the City of Brownsville, and the following rules set forth by the City of Brownsville.

- A. The Barrier Fencing units will not be altered in any way.
- B. The group/organization is responsible to see that all activities are properly controlled and supervised. Plans for program, supervision and control may be asked to be seen prior to the scheduled event.
- C. The group/organization agrees to assume responsibility and indemnifies the City of Brownsville for any damage to the Fencing during the period of use.

#### ***Delivery and Set-Up***

- A. The group requesting use of the Barrier Fencing shall have a representative present at the site at the time the units are scheduled to arrive. This representative is to direct placement of the unit(s) and accept delivery.

B. The Barrier Fencing will be delivered at the hour specified. Please make sure you allow for a minimum of one-hour set-up prior to the start of the event (this will vary depending on options).

**Fee Schedule**

Type of Group	Bleacher/Day
Local Non-Profit, Fraternal, Community Service	\$7/unit
Business/Individual Use	\$10/unit

*Payment must be made at least two (2) weeks in advance.  
Barrier Fencing will not be delivered without payment*

**Security Deposit of \$50.00** is required by all groups renting Fencing. Deposit will be refunded when the Barrier Fencing is returned and no damage has occurred to the units.

**Cancellation**

- A. Cancellation on the part of the renter must be made no later than 48 hours prior to the event. Arrangements must be made during normal business hours. Refunds prior to the 48 hours will be assessed a \$25 service fee.
- B. Cancellation within 48 hours will forfeit the security deposit
- C. In the event the City of Brownsville cannot deliver the Fencing and fulfill it part of the agreement, a full refund including security deposit will be made. The City of Brownsville cannot be held further responsible.

*I, the undersigned, agrees on behalf of the group/organization renting barrier fencing to abide by the policies as outlined above and to assume full responsibility for any damage, theft, or loss to said fencing unit(s) and accessories between the time the City of Brownsville completes set-up and the time take down occurs.*

Fee: \$ \_\_\_\_\_ /day (amount of units: \_\_\_\_\_ )      Signature \_\_\_\_\_  
Minimum 10 units/per rental      Agency Name \_\_\_\_\_  
Date \_\_\_\_\_

**For Office Use Only:**

Fee Schedule – Check One:

- City-sponsored
- Local non-profit, fraternal, community, service organization
- Business/individuals
- Other

Fee: \$   X   Unit(s) = \$ \_\_\_\_\_      Amount Due: \_\_\_\_\_      Date Paid \_\_\_\_\_