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Permit Contract

Alamogordo Family Recreation Center
 1100 Oregon Ave.
 Alamogordo, NM 88310
 Phone: (575) 439-4142
 FAX: (575) 439-4394
 Email: afrc@ci.alamogordo.nm.us

Permit #1303, Approved
 Mar 8, 2018 11:33 AM



Company: Rio Grande Soaring Association
 101 Apache Brass Circle
 Santa Teresa, NM 88008

Customer Type: General Public
 Prepared By: Regina Michaud

Agent: Hadley Robinson
 Email: had@southwestairsports.com

Primary: (915) 726-2698

Charges	Taxes	Discounts	Total Charges	Deposits	Deposit Taxes	Total Payments	Refunds	Balance
\$80.00	\$0	\$0	\$80.00	\$0	\$0	(\$80.00)	\$0	\$0

RESERVATIONS

Event	Resource	Center	Notes
RGSA - Memorial Day Fly-In Type: Park Rental Attend/Qty: 50	Griggs Complex Hang Gliding Park	Griggs Complex 3000 N. Florida Ave. Alamogordo, NM 88310 (575) 439-4142	--

Day	Days Requested	Date	Event Begins	Duration	Event Ends	Date	Time
Saturday	May 5, 2018		6:00 AM	16 hours		May 5, 2018	10:00 PM
Friday	May 25, 2018		6:00 AM	16 hours		May 25, 2018	10:00 PM
Saturday	May 26, 2018		6:00 AM	16 hours		May 26, 2018	10:00 PM
Sunday	May 27, 2018		6:00 AM	16 hours		May 27, 2018	10:00 PM
Monday	May 28, 2018		6:00 AM	16 hours		May 28, 2018	10:00 PM

Summary	Notes
Total Number of Dates: 5 Total Time: 80 hours	Requested - gates open, restrooms open, water/sprinklers turned off. Electricity was requested - however, it is not available for this site.

CHARGES

Description	Event / Resource	Unit Fee	Units	Tax	Charge
Hang Gliding Park Rental Fee	RGSA - Memorial Day Fly-In #1303 Griggs Complex Hang Gliding Park	\$20.00	4.00	--	\$80.00

Payments and Refunds

Receipt #	Date	Charge Description	Resource Event	Payment
1039701.003	Mar 23, 2018	Hang Gliding Park Rental Fee	Griggs Complex Hang Gliding Park RGSA - Memorial Day Fly-In #1303	\$80.00

CUSTOM QUESTIONS

Question	Answer
Do you need Gates Opened?	Yes

WAIVERS**Terms and Conditions of Use**

Due Date: May 25, 2018

CITY OF ALAMOGORDO - COMMUNITY SERVICES DEPARTMENT
Alamogordo Family Recreation Center, Parks and Zoo Permits**TERMS AND CONDITIONS OF USE**

The user agrees to the following Terms and Conditions of Use:

1. Usage fees and damage deposits:

All usage fees and damage deposits based on the original permit application are due at the time of reservation.

Any modifications to the permit which result in an increase in fees must be made seven (7) working days prior to scheduled event.

Reservations will be automatically cancelled if payment is not made when due.

2. Cancellation of permit:

If the user wishes to cancel a permit, they must do so in writing.

Written notification of cancellation must be provided to staff at least three (3) working days prior to permit start date.

If event is not cancelled at least three (3) working days prior to permit start date, a \$10 administrative fee will be charged. As well, all permit fees will be forfeited.

3. Transfer of permit:

If the user wishes to transfer a permit to an alternative date, they must do so in writing.

Written notification of cancellation must be provided to staff at least three (3) working days prior to permit start date.

If event is not transferred at least three (3) working days prior to permit start date, the permit is subject to cancellation at which time a \$10 administrative fee will be charged. As well, all permit fees will be forfeited.

4. Alcohol and controlled substances:

Possession and/or use of alcoholic beverages or any controlled substances are NOT ALLOWED in any City parks or recreation facilities.

Alcohol Beverage Allowance: a user wishing an allowance for alcoholic beverages requires review and approval by the City as well as all required permits and licenses. An allowance request should be made at least 30 days prior to the event.

o Approved permits with alcoholic beverages allowed must also:

Adhere to the City of Alamogordo ordinances.

Obtain event security as directed by City.

5. Vehicles:

Vehicles are NOT ALLOWED to drive or park on any turf or grass areas within City parks.

Vehicle Allowance: a user wishing an allowance regarding use of vehicles or trailers on turf or grass areas within City Parks requires review and approval from the Parks Supervisor and/or the Community Services Director. An allowance request should be made at least 30 days prior to the event.

6. Additional Permits:

Depending on type of event and/or the activities being held, additional permits may be required. Requesting and obtaining any additional permits are the responsibility of the user and should be initiated at least 30 days prior to event to allow for processing. If a required additional permit is not obtained by the first day of the permit, the permit is subject to immediate cancellation and forfeiture of all usage fees. Additional permits may include, but are not limited to the following:

Special Event Permit: required for all events open to the public with 100 or more anticipated attendees. This permit may be obtained through the City of Alamogordo, Clerk's Office, (575) 439-4205.

Noise Level Permit: required if user group plans to have amplified sound (e.g., music, speech). This permit may be obtained through the City of Alamogordo, Clerk's Office, (575) 439-4205.

Parade Permit: required if user group plans to have any type of activity that would require street closures. This permit may be obtained through the City of Alamogordo, Clerk's Office, (575) 439-4205.

Food Permit: may be required if food is being served at an event open to the public (e.g., bake sale, food trucks, caterers?). Food permits must be displayed during event. Information and permits may be obtained from the State of New Mexico, Environmental Department (575) 437-7115 or www.env.nm.gov.**7. Electricity:**

Electricity is available at most park gazebos and pavilions. However set up fees and hourly charges do apply.

Tampering of any electrical outlets or connections in the City parks WILL NOT be tolerated.

If you need electricity you must request it at time of Rental Booking/ Reservation. Electricity must be reserved at least fourteen (14) days in advance of the requested permit date(s).

8. Trash/Clean Up:

A cleaning/damage deposit may be required for use of a City park or facility.

All permit holders are required to provide for the proper clean up/disposal of trash generated by the users.

If any clean up or repair is necessary by Parks Maintenance following a permitted park use the damage deposit will not be returned.

If the amount of the deposit does not cover all clean up and repair fees, user will be billed for the additional amount.

The policy will be strictly adhered to, as it is the user's responsibility for ALL clean up and damage repair costs.

9. Security:

Dependent upon the type of event/activity, the City of Alamogordo may require licensed security.

10. Insurance and Liability:

All special events (open to the public with over 100 anticipated attendees) require general liability insurance coverage by the user for the event. Liability is to cover any injuries or property damage resulting from the event.

Other user groups may also be required to provide liability insurance depending upon type of event/activity (e.g., inflatables, food vendors, fireworks?).

General Liability coverage in the amount of \$1,050,000 or higher is required in accordance with State Tort Laws. As well, the City of Alamogordo must be listed as "additionally insured" and the event date and location must be indicated.

Proof of Insurance is required (e.g., Certificate of Liability) and must be submitted thirty (30) days prior to the scheduled date of the event/activity.

11. Safety:

The safety of participants and spectators should be the top priority for all events/activities.

User is required to provide for and maintain adequate control over all spectators and participants including any necessary traffic control.

User is responsible for provision of any necessary medical services.

If it is thought that adequate control and safety are not being provided, the City may stop and/or cancel the event/activity or it may keep the event/activity from starting until adequate supervision and control are provided.

12. Selling of items or services:

Individuals and/or organizations are NOT ALLOWED to conduct any type of sales or charge fees for services (e.g., food, drinks, camping fees, parking fees, etc.?) on City property unless written permission from the Community Services Director has been given in advance. Anyone conducting sales or charging fees on City property without written approval will be asked to leave City property immediately. NOTE: If written approval is given, any vendors selling product on City property must have a valid, current Vendor Agreement on file with the City.

13. Alterations and decorations:

Users are NOT ALLOWED to make any alterations to the facility or attach decorations to any part of the City facilities except as authorized in writing.

Users will be responsible for removing all decorations and for the cost of repairs for any damage resulting from alteration or the use of decorations.

14. Non-transferability:

User may not transfer the permit to any other person or entity.

15. Modifications:

The City reserves the right to revoke or change a permit if it determines that the best interest for the City would be so served.

If the reservation contract is revoked for the convenience of the City all fees, charges, and deposits will be returned to the User.

Terms and Conditions of Use

Waiver Signed

Signature: _____

Upon payment and acceptance of permit, permit holder agrees to abide by the Terms and Conditions of Use and Liability Waiver attached.

Cancellation or transfer of permit date - If permit holder wishes to cancel or transfer the established permit date(s), they must provide written notice at least three (3) business days prior to the permit start date. If written notice of cancellation or transfer is not received as required, an administrative fee of \$10.00 will be charged as well all permit fees will be forfeited.

City of Alamogordo - Community Services

1100 Oregon Ave

Alamogordo, NM 88310

Contact us for information:

Tel. 575.439.4142

Email: afrc@ci.alamogordo.nm.us

Methods of Payment

Visa, MasterCard, Discover Card, Other

Have Questions?

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