

**POLICY FOR USE OF THE  
GAUTIER SENIOR CITIZENS CENTER  
GEORGE MARTIN CITY PARK  
914 DE LA POINTE DRIVE  
GAUTIER, MS 39553**

A. Parties who wish to use the Center for special events must make their request by completing an application and submitting it to Gautier City Hall.

B. Due to fire safety codes GROUPS LARGER THAN 90 PERSONS ARE NOT ALLOWED.

C. DEPOSITS - A one hundred (\$100.00) dollar refundable deposit will be required of any individual or special group requesting use of the building to remedy damage and to ensure proper cleaning of the facility following its use. The deposit will be returned if the building is clean and no damage is identified. Deposit will be forfeited if pictures are removed from the walls.

D. USER FEE - A non-refundable user fee of one hundred-fifty (\$150.00) is required for use of the Center. User fee will not be refunded. A 30 day notice is required should you need to reschedule the event.

E. KEYS/USE OF FACILITY – Weekend rental- keys for the Center can be picked up at City Hall after 1:00 p.m. on Friday. Renter may not enter the building prior to 6:00 a.m. on the day of rental and must vacate the premises by midnight. Key must be returned on Monday morning by 10:00 a.m. Weekday rental- key pick up time will be coordinated by City Staff with renter after fees have been paid. Loss of keys or failure to return keys at specified time will result in loss of deposit.

F. Alcoholic Beverages - In the event alcoholic beverages are to be served on the premises, the renter will be required to have a Gautier Reserve officer at the Center at the renter's expense at all times. Renter must provide invoice of the reserve officer to City Staff prior to picking up the key.

G. The Center is a SMOKE FREE building and no smoking will be allowed inside the building.

H. Ensure that rocking chairs are away from the wall to prevent wall damage when rocking. If rocking chairs are taken to the porches the renter will be responsible for seeing that they are returned inside before vacating the premises. Failure to do so will result in a loss of deposit and the renter will be responsible for replacement of any chairs lost. Chairs are not to be left out overnight. Failure to follow the policy will result in a loss of deposit.

**RULES:**

A. The Center, rest rooms, and kitchen should be left as clean as you found them. Brooms are in the storage area.

B. After use, all tables and chairs should be folded and properly stored in the storage rooms.

C. Attaching posters etc., to the walls with nails, tacks etc., is prohibited.

D. All garbage should be bagged and put in the trash barrel at the end of the parking lot. Failure to clean up and take out garbage will result in forfeit of the deposit.

E. Inventory list will be reviewed before and after rental.

F. Please report maintenance problems and breakage to City Hall (497-8000) the following day.

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Name of Group or Individual: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Date Requested \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Number \_\_\_\_\_

How will the Center be used? What for, how many people, etc.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**User Agreement**

The undersigned acknowledges that he/she has received, read and understands the uniform rules and Regulations for the Gautier Senior Center listed and will obey and follow the polices set forth therein. The undersigned further acknowledges that he/she as the renter is responsible for all breaches of the policies and any damages resulting there from. The undersigned further agrees to hold the Gautier Senior Center harmless and covenants not to sue Gautier Senior Center for any liability occurring or arising from any incident resulting from non compliance with said rules and regulations and agrees to pay any legal fees incurred by Gautier Senior Center arising by virtue thereof.

This the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

Applicant Name \_\_\_\_\_

Applicant Signature \_\_\_\_\_

**Return completed application with all applicable fees to:  
Gautier City Hall  
3330 Highway 90  
Gautier, MS 39553  
Phone: 228-497-8000  
Monday - Friday 8:00 a.m. - 5:00 p.m.**