

Cameron Parish Police Jury
NCEOC Rental Agreement
963 Hwy 384, Grand Lake, LA

Refundable Cleaning Fee:
\$200.00

I. GENERAL INFORMATION OR ACTIVITY

Reserving Applicant _____
Contact Person _____
Mailing Address _____
City, State, Zip _____ Phone _____
Type of Function _____ Expected Attendance _____

II. GENERAL CONDITIONS:

1. The building will NOT be rented to anyone under 21 years of age.
2. The Cameron Parish Police Jury shall NOT be responsible for any injury to any persons attending a function at the North Cameron Emergency Operations Center per the attached Use Policy.
3. Any damages to either the building or surrounding area not reported to the Cameron Parish Police Jury Administration office upon arrival shall be the responsibility of the signed user of the NCEOC Rental Agreement.
4. A "No Tolerance" policy will be followed at the facility.
5. The use of vulgar language and profanity will not be tolerated on premises. Noise will be kept to a minimum.
6. All rules and regulations posted in the building will be followed as well as the attached Use Policy.
7. No one shall tape, staple, nail or otherwise hang anything on the walls of the building.

III. CLEANING:

A clean-up fee is required from all building applicants. This clean-up fee does not exempt you from the general clean up of the building and surrounding area, i.e. picking up trash, litter and depositing in available dumpster. Below is a cleaning checklist.

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| ☐ Floors Swept and Mopped | ☐ All Tables & Chairs Returned to original layout |
| ☐ Kitchen Cleaned | ☐ All Trash Cans Emptied |
| ☐ Bathrooms Cleaned | ☐ All Decorations Removed |
| ☐ All Lights Turned Off | ☐ All A/C Units Turned to 72 |
| ☐ Doors Locked | ☐ Parking Lot Area Cleaned |

I, THE UNDERSIGNED, FULLY UNDERSTAND, AND AGREE TO ABIDE BY THE ABOVE RULES, REGULATIONS AND POLICIES OF THE CAMERON PARISH POLICY JURY

SIGNATURE & DATE

PRINT NAME

IV. NORTH CAMERON EMERGENCY OPERATION CENTER FEES & CONFIRMATION OF RESERVATION:

There is a user fee for the use of the building in the amount as set by the Cameron Parish Police Jury. Reservations will be on a first come first serve basis. If this reservation is CANCELLED by the reserving party no more than 30 days prior to the reservation date, a full refund will be made.

We reserve the right to cancel this Agreement if individual and/or group using building does not abide by rules, regulations, policies and ordinances of the Cameron Parish Police Jury.

FOR OFFICIAL USE ONLY: Date Paid	Check No.	Check No.
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