



CITY OF HUMBLE HILTON C. SCHOTT PAVILION RENTAL APPLICATION

APPLICANT TO COMPLETE NUMBERED SPACES ONLY

1. NAME OF APPLICANT		
2. NAME OF ORGANIZATION (IF APPLICABLE)		
3. MAILING ADDRESS:	CITY	ZIP
4. HOME PHONE NUMBER	MOBILE NUMBER	WORK NUMBER
5. TYPE OF FUNCTION		
6. WILL ALCOHOLIC BEVERAGES BE MADE AVAILABLE?	YES	NO
7. DATE OF FUNCTION		
8. DAY OF FUNCTION		

APPLICANT SIGNATURE:

DATE: _____

FOR OFFICE USE ONLY

\$500 DEPOSIT: CREDIT CARD / MONEY ORDER
(circle one)

DATE PAID: ____ / ____ / ____

RENTAL FEE AMOUNT: \$ _____

DATE PAID: ____ / ____ / ____

DEPOSIT REFUND AMOUNT: \$ _____

DEPOSIT REFUND DATE: ____ / ____ / ____

SIGNATURE OF PARTY RECEIVING REFUND

#1 OFFICER WORKING SECURITY

#2 OFFICER WORKING SECURITY



CITY OF HUMBLE
RULES FOR HILTON C. SCHOTT PAVILION
 8620 WILL CLAYTON PARKWAY
 HUMBLE, TEXAS 77338

Park Hours are 8:00 a.m. until Dark

A permit is required for use of the pavilion. Anyone without proof of rental permit will be asked to vacate the pavilion grounds. No reservations will be accepted by phone.

The Fee Schedule as adopted by the City Council for rental of the Hilton C. Schott Pavilion is as follows:

	Monday - Thursday	Friday-Sunday / Holidays
Resident	\$100.00 + Deposit	\$150.00 + Deposit
Non-Resident	\$200.00 + Deposit	\$250.00 + Deposit
City Employees	\$50.00 + Deposit	\$75.00 + Deposit
Humble ISD	\$0 + Deposit	\$0 + Deposit
Humble ISD Less than 2 hours	\$0 No Deposit	\$0 No Deposit
Other School Dist.	\$50.00 + Deposit	\$75.00 + Deposit

This payment is made at the City of Humble Building and Permits Department located at City Hall at 114 W. Higgins Street, Humble, Texas 77338. Payments may be made only by Credit Card, Cashier’s Check, or Money Order. Payment is due two (2) weeks prior to the requested rental date. Failure to pay two (2) weeks prior to the rental date will forfeit the reservation. The pavilion is available from 8:00 a.m. until dark. **THIS RENTAL INCLUDES THE PAVILION AREA ONLY.**

A deposit in the amount of \$500.00 shall be paid in advance for any cleanup or damages that may occur during the rental period. This payment is made at the City of Humble Building and Permits Department located at City Hall at 114 W. Higgins Street, Humble, Texas 77338. Payments may be made only by Credit Card or Money Order. Payment is due two (2) weeks prior to the requested rental date. Failure to pay the two (2) weeks prior to the rental date will forfeit the reservation. This deposit includes the pavilion, the contents of the pavilion and the surrounding grounds. The lessee shall be responsible for all cost of any or all damages incurred to the pavilion, its contents or surrounding structures such as fences, park equipment, etc. Upon inspection by City staff, it is determined that there are no damages and/or the grounds are cleaned up accordingly, the deposit will be refunded back to the lessee. The lessee will need to sign for the refund of the deposit.

The pavilion will be rented to groups such as weddings, receptions, family reunions, clubs or other responsible organizations. No individual, group or commercial organization may use the pavilion for profit.

For your convenience, there are separate men and women’s restrooms located on the northeast corner of the pavilion with duplex electrical outlets around the pavilion floor. Also available on the pavilion floor are 13 picnic tables with benches; these tables are movable, but should be returned to their location under the pavilion. There are no water hose connections available.

The cleaning of the pavilion and surrounding grounds shall be completed prior to the park's closing. There will be a forfeit of the deposit if raw garbage is left on the grounds of the pavilion. Six garbage cans are available on the pavilion floor. GARBAGE EXCEEDING THE SIX CANS AVAILABLE MUST BE REMOVED BY THE LESSEE. FAILURE TO DO SO WILL FORFEITH THE DEPOSIT.

The lessee is required to employ City of Humble uniformed off-duty officers to serve as security at functions where alcoholic beverages will be served. With prior approval of the City of Humble Chief of Police, off-duty certified Peace Officers from other agencies may be hired if the City of Humble Officers are unavailable. Proposed functions no matter the number of functions shall require two (2) officers. The lessee shall be required to pay the officers for a four (4) hour minimum work limit. Officers must be on premises prior to alcohol beverages being served and will remain on-duty until all persons have vacated the premises.

The possession of an open container of alcohol is prohibited at the pavilion and park grounds unless employment of off-duty Humble Police Officers have been retained for security purposes. Arrangements for employment of off-duty Humble Police Officers are made at the time of permit application. Permit receipts will reflect if alcoholic beverages are permitted.

The following items will not be allowed within the pavilion area:

- Barbecue Pits
- Vehicles on the grass
- Piñatas
- Vehicles on the pavilion floor
- Glass containers
- Flammable or combustible material
- Skateboards, Bicycles, Rollerblades

Moonwalks or other inflatable devices are permitted BUT NOT under the pavilion.

Vehicles left on the park property after dark will be locked inside the park gates until 8:00 a.m. the next day; the Humble Police Department will be notified.

Parties serving crawfish, shrimp, fish, and barbecue are required to collect and remove all cooking products and garbage from the park property. The dumping of boiled liquids, grease, and unwanted foods on park property is prohibited. Failure to remove these products and garbage will forfeit the deposit.

Youth groups and daycare children must be supervised at all times.

All children under eight (8) must be accompanied by a responsible person fourteen (14) years of age or older.

All pets must be kept on a leash and parties are responsible for cleaning up after pets.