

**WTC MUD No. 1 Park Use Application B
District Building Reservation
(1000 Old Mill Rd)**

Are you a resident of WTC MUD No. 1?

Yes, and my address is _____.
 No

Are you requesting a one-time reservation or a recurring reservation? *(All reservations must be made through the District’s online reservation system)*

One-Time Reservation

Date of Reservation _____ Time of Reservation _____

Will you need access to the A/V equipment? Yes No
If using AV equipment, an additional deposit of \$100 will be required, in addition to the standard deposit.

Do you intend to serve alcohol during your reserved time? Yes No
If alcoholic beverages are to be served, an additional charge of \$100 is required along with the presence of a MUD appointed constable at a rate of \$45 per hour.

One-time reservation of the District Building is subject to the following fees. Payment may be submitted via the District’s online reservation system when you schedule your reserved time.

One-Time Reservation Fees, District Building

Deposit: \$250		
Resident	Non-Resident	Non-Profit*
\$50	\$200	\$5

Once your application is approved and payment is received, you will be issued a security key card that will give you access to the building.

For one-time reservations, deposits will be returned provided that upon inspection of the area all conditions outlined in the Deposit Return Checklist for the District Building (see below) have been met.

* Non-Profit use is defined as use by any organization or group established and operated for public or social benefit that does not generate or distribute income for or to its owners, members, directors, or officers. This includes, but may not be limited to, schools or education groups, religious groups, social clubs, Girl or Boy Scouts, and charity or fundraising organizations.

Williamson-Travis Counties MUD No. 1

___ Recurring Reservation

Is your reservation for commercial use or for non-profit* use?

___ Commercial

Commercial users must pay, up front, an annual fee of \$400 for residents and \$2,000 for non-residents, as well as a one-time, refundable deposit of \$250. For fee collection purposes, the year runs from January 1st through December 31st, and annual fees will be prorated for any persons or organizations registering after January 1st, and/or those who only need to use the facilities for part of the year.

___ Non-Profit*

Non-Profit users pay a flat rate of \$5 per use.

How many people do you expect to host at each reserved time? (you can provide a range; e.g, 15-20 people) _____

Days and times being requested (e.g, Tuesdays, 3 pm to 4 pm): _____

Once your application is approved and payment is received, you will be issued a security key card that will give you access to the building.

For recurring reservations, deposits will be returned following the date of your final reservation provided that upon inspection of the area after each use all conditions outlined in the Deposit Return Checklist for the District Building (see below) have been met.

Deposit Return Checklist for the District Building

1. If moved, chairs and tables are returned to their original locations
2. All decorations or alterations have been removed, including anything used to affix the decorations (e.g., tape, string, etc.)
3. All trash has been picked up, bagged, and placed in the large green, lidded trash receptacles outside the building or removed from the premises.
4. The building, including the bathrooms, have been left in the condition in which it was found at the start of the reservation time.
5. All applicable park rules were followed during the reserved time. The person/party holding the reservation is responsible for ensuring that everyone in attendance follows the rules. The Park Rules can be found on the District's website, or you may contact parks@inframark.com to request a copy

* Non-Profit use is defined as use by any organization or group established and operated for public or social benefit that does not generate or distribute income for or to its owners, members, directors, or officers. This includes, but may not be limited to, schools or education groups, religious groups, social clubs, Girl or Boy Scouts, and charity or fundraising organizations.

Williamson-Travis Counties MUD No. 1

- 6. The security key card has been returned to the District office at 1000 Old Mill Rd during normal business hours (when the office is staffed) or by leaving the card in the drop box on the front of the building.

Applicant Information

Name: _____

Email address: _____

Phone number: _____

Name of affiliated company/organization (if applicable): _____

If applying for commercial use of the District Building, please also provide the following information:

Name of affiliated company/organization (if applicable): _____

Please briefly describe the nature of your intended commercial use and include information about your intended set up (e.g., what equipment will you be bringing, etc.). _____

Please attach to this application details describing your qualifications to lead the intended commercial use and if your use will involve athletic activity or instruction, please also provide proof of liability insurance for not less than one million dollars (\$1,000,000.00) naming the District as an additional insured and including a waiver of subrogation or waiver of right of recovery for all event dates, including set-up and operation. The liability insurance policy must show the District as an additional holder to the following address:

Williamson-Travis Counties MUD 1
1000 Old Mill Road
Cedar Park, TX 78613.

I, the undersigned, acknowledge that I have read and agree to the terms listed in this Park Use Application, including the Deposit Return Checklist for the District Building and the District Park Rules.

Signature

Date