



MADISON COUNTY BOARD OF SUPERVISORS

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MEMORANDUM

To: Madison County Board of Supervisors

From: Gloria Nichols, Receptionist

Date: July 24, 2013,

RE: Refund for Ms. Sharda Robinson

This is to request a refund in the amount of \$25.00 for Ms. Sharda Robinson. Ms Robinson requested to use the Roger Park for July 27, 2013 for her child birthday party. Ms. Robinson will be moving into her new home this week and will have the birthday party in her new home.

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Attached is a copy of her application. Thank you very much for your consideration.

Front 25.00
Pd Cash

MADISON COUNTY, MISSISSIPPI

RESERVATION APPLICATION FOR USE OF COUNTY BUILDING AND/OR GROUNDS

Today's Date: 7/8/13
Contact Person for Organization/Entity: Sharda Robinson
Nature of Meeting and/or Program: Children's Party

Grounds Requesting: Rogers Parks

Date Requesting: July 27, 2013 Time: 2:00 pm (a.m.) (p.m.)

CONDITIONS:

1. Reservations must be made in the Board of Supervisors' office.
2. Reservations should be made one month in advance.
3. The grounds must be cleaned to the satisfaction of the county.
4. Use of grounds shall be limited to no later than 11:00 p.m.
5. No smoking, alcoholic beverages or dances will be allowed. Any activity which would possibly damage the grounds or equipment is forbidden.
6. Any damages will be the responsibility of the reserving party.
7. Indemnification that the county will be held harmless under all conditions.

Name: Sharda Robinson {print name}

Address: 619 M. L. K Dr. Apt.
M-83

Telephone: 419-404-1618

I hereby agree to the above conditions of this agreement and have tendered a \$25.00 or \$50.00 deposit for utility services.

Signature: Sharda Robinson

NOTE: If utility service is needed a deposit of \$25.00 is required during normal working hours and a \$50.00 deposit will be required after working hours, week-end or holidays.