



MADISON COUNTY BOARD OF SUPERVISORS

125 West North Street • Post Office Box 608
Canton, Mississippi 39046
601-855-5500 • Facsimile 601-855-5759
www.madison-co.com

To: Madison County Board of Supervisors

From: Gloria Nichols, Receptionist

Date: October 28, 2013

RE: Refund for Ms Gladys Macklin

This is to request a refund in the amount of \$25.00 for Ms Gladys Macklin. On March 18, 2013 Ms Macklin requested the use of Rogers Park for a family picnic on October 12, 2013. Ms. Macklin made this reservation in anticipation of having use of the portable toilets. After being informed that we no longer furnish portable toilets, Ms Mmacklin decided to rent the portable toilets from another company. Ms Macklin decided to have the event at Rogers Park anyway. Attached is a copy of Ms. Macklin application. Thank you very much for your consideration.

FRONT OF PARK

RECEIVED

MAR 18 2013

25.00

MADISON COUNTY, MISSISSIPPI

RESERVATION APPLICATION FOR USE OF COUNTY BUILDING AND/OR GROUNDS

Today's Date: 3/18/13

Name and phone number of contact person for this request: Glady Macklin
601 855-0973

Nature of Meeting and/or Program: Caldwell's picnic

Request is for: Poplar Park
(Please circle one) Courthouse Square, Courthouse, Gazebo, or Board of Supervisor's Board Room.

Date Requesting: 10/12/13 Time: 8:00 (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. Free use of a facility or grounds shall be limited to governmental entities, and Madison County civic groups.
4. All Madison County businesses, and individual residents of the county must submit a \$25.00 non-refundable deposit at the time of making reservations, and the nature of the meeting must be for non-profit only. {Excluding the Canton Flea Market}
5. The facility or grounds must be cleaned to the satisfaction of the county.
6. Use of a building or grounds shall be limited to no later than 11:00 p.m. {Excluding the Relay for Life}
7. No smoking, alcoholic beverages or dances will be allowed. Any activity which would possibly damage floors, walls, ceilings, or lights is forbidden.
8. Any damages will be the responsibility of the reserving party.
9. Indemnification that the county will be held harmless under all conditions.

Name: Glady Macklin {print name}

Address: 157 Jump Bridge Rd
Canton MS 39046

Telephone: 601 855 0973

I hereby agree to the above conditions of this agreement and have tendered the \$25.00 deposit. {Cash} {Check}

Signature: Glady Macklin

Note: If utility service is needed please call Canton Municipal Utilities at 855-5480, 48 hours in advance of your reservation date. A \$25.00 deposit is required during normal working hours. A \$50.00 deposit will be required after working hours, week-end or holidays.