

MADISON COUNTY, MISSISSIPPI

RESERVATION APPLICATION FOR USE OF COUNTY BUILDING AND/OR GROUNDS

Today's Date: 1-31-13

Name and phone number of contact person for this request: JoAnn Gordon
601-859-1307

Nature of Meeting and/or Program: Canton Convention & Visitors Bureau Holiday Programs

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

Date Requesting: Yearly Time: _____ (a.m.) (p.m.) The Canton CVB Office a request to put seasonal decorations on the grounds + gazebo

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: JoAnn Gordon (print name)

Address: Box 53
Canton MS 39046

Telephone: 601-859-1307

[Handwritten scribbles and signatures]

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

Signature: [Handwritten Signature]

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.

