



City of Hartsville *Showmobile Stage* Rental Contract

PO Drawer 2497
Hartsville, SC 29551
Tel: 843.383.3006
Fax: 843.339.2880

Today's date: _____
Reservation #: _____

Applicant: _____

Street Address: _____ Mailing Address: _____

City _____ State: _____ Zip: _____

Contact Name: _____ Phone: _____

Email: _____ Cell: _____

Event Name: _____ Event Location: _____ # miles RT: _____

Date(s) of event: _____

Site approval date:* _____

Event Sponsors: _____

Delivery Time: _____ Pick up time: _____

*A site map indicating the physical address of the event and orientation/direction of the front of the *Showmobile Stage* must be provided by the Applicant not later than one week prior to the event. The site must be inspected and approved by a City of Hartsville staff member. **No out of county use.**

Individuals:	First Day	Second Day	Third Day
In-city limits	\$300	\$150	\$150
Out-city limits	\$600	\$300	\$300
Businesses:			
In-city limits (where set-up occurs)	\$500	\$250	\$250
Out-city limits	\$1,000	\$500	\$500
Non-profit organizations	\$300	\$150	\$150

In addition to the base rental fee, a \$25 per hour rate will be assessed. Charged hours will include travel time and stage set-up. Multi-day use is limited to a maximum of three consecutive days per rental.

Minimum of total hours (2): _____

Travel Time: _____

- Reservation Deposit: \$100.00
- Clean-up Deposit: \$100.00
- Proof of Liability Insurance

The City of Hartsville reserves the right and sole discretion to refuse to rent the *Showmobile Stage* to any organization or for any event it determines is not appropriate.



PO Drawer 2497
Hartsville, SC 29551
Tel: 843.383.3006
Fax: 843.339.2880

City of Hartsville *Showmobile Stage* **Rental Contract** **General Information**

1. The *Showmobile Stage* is available for rental by contacting the City of Hartsville Public Service Department at 843-383-3006.
2. Delivery and use of the *Showmobile Stage* out of city limits will require written City Manager approval.
3. The *Showmobile Stage* shall not be used for commercial or advertising purposes.
4. No alcoholic beverages or tobacco products are permitted on the *Showmobile Stage*.
5. The *Showmobile Stage* must be placed on a hard surface subject to staff discretion.
6. Only City of Hartsville employees are allowed to set up and break down the *Showmobile Stage*.
7. Applicant must provide adequate electrical service: 220v, 4-prong outlets, and 50 amp breaker.
8. Banners may be attached to the canopy only by City of Hartsville setup crew.
9. A representative of the Applicant must be present during the delivery and setup of the *Showmobile Stage* in case a City staff member has any questions.
10. A refundable \$100.00 cleaning/damage fee must be deposited with the City when the rental fee is paid. When the City staff picks up the *Showmobile Stage* after the event, they will inspect it. If the *Showmobile Stage* is clean and damage free, the deposit will be refunded. Otherwise, the deposit will be forfeited.
11. Proof of liability coverage (\$1,000,000.00) indicating the City of Hartsville as the additional insured party is required.
12. A complete signed application and \$100 deposit is required at the time of reservation. Remaining balance to be paid 30 days prior to event.
13. A 2 week minimum notice is required.

Applicant's Assumption of Risk, Liability for Claims, and Indemnification of City

The City of Hartsville accepts no responsibility for injuries or losses arising from Applicant's rental or use of the *Showmobile Stage* or other-wise arising on the premises where the said event will take place. Applicant assumes all risks, known and unknown, for any and all losses or damages to Applicant, its agents, employees and subcontractors, as well as to anyone else which arise from Applicant's use of the *Showmobile Stage*, including but not limited to its stage, associated equipment, accessories and facilities, before, during or after the said event; in which event the Applicant agrees to be solely and fully responsible for all claims; and including all liabilities arising from any actions by the Applicant, its officers, employees, agents, volunteers, assistants, caterers, subcontractors or performers. Applicant further agrees to fully indemnify the City and to hold the City harmless from any and all such claims, including costs and attorney fees incurred by the City, and regardless of whether the City is sought to be held liable, jointly or severally, and regardless of whether the City is found to be legally liable, jointly or severally, for any such claims.

Applicant's Liability for Casualty Losses and Damages to *Showmobile Stage*:

Applicant agrees to be, and shall be, before, during or after the said event, from the time of delivery until the time of pickup, fully responsible to the City for any damages or losses occurring to the *Showmobile Stage*, including but not limited to its stage, associated equipment, accessories and facilities.

Applicant Not City's Employee or Agent:

It is fully agreed and understood by the applicant that at all pertinent times, and for the duration of this contract. Applicant is, and shall always be considered to be an independent party or entity from the City and applicant shall not be, nor be considered to be, in any employer-employee relationship, or in any form of agency relationship with the City.

I have read, understood and agree to abide by the terms of this contract.

Signed _____
(Applicant)

Date _____

Signed _____
(City of Hartsville)

Date _____

Applicant/activities on City of Hartsville property or equipment shall not discriminate based on race, religion, color, national origin, sex, disability, or age

