

TYRONE RECREATION

Roger Spencer Community Center, 145 Commerce Drive, Tyrone, GA 30290 (770) 487-4694
Parks & Recreation Manager, Kristie McClenny, krista.mcclenny@tyronega.gov

Roger Spencer Community Center Reservation Permit

- Reservations are taken on a first come, first serve basis.
- The Town of Tyrone requires a \$150.00 security deposit for the Community Center rental.
- The deposit is refundable and CASH ONLY, EXACT CHANGE.
- **RENTAL FEE:** The rental fee is **\$100** an hour.
- Failure to follow any and all rules will limit future use and reduce amount of the deposit refunded.
- **ALL RESERVATION FEES ARE NON-REFUNDABLE.**

Reservation date: _____ Times: _____

For the purpose of: _____ Number attending function: _____

Renter name: _____

(THIS NAME MUST MATCH THE NAME ON YOUR DEPOSIT & PAYMENT RECEIPTS)

Name: _____

Address: _____

Email address: _____

Cell phone: _____ Work number: _____

Residency: Fayette County _____ Out of County: _____

(YOUR SECURITY DEPOSIT REIMBURSEMENT WILL BE MAILED BACK TO THE ABOVE ADDRESS)

RULES:

- There is no rental fee for government entities.
- No consecutive rentals.
- Alcoholic beverages and the use of tobacco and vape products are prohibited.
- Properly dispose of all refuse inside and outside.
- Police and secure the area before and after the event and verify the facility is in order.
- Clean-up procedures must be followed (see attached instruction sheet).
- Reimbursement of any costs to repair damage or cleanup is required.
- The building must be vacated by 11:00 pm. Make sure all lights are turned off before leaving the building.
- The amplification of music shall not be so loud as to disturb adjacent property owners.
- No activity shall be permitted which can be deemed illegal, immoral or otherwise contrary to the public good.
- One Tyrone Police officer per every 30 attendants shall be hired for security purposes for some adolescent parties.
- Security rates are set by the Tyrone Police Department and must be scheduled through the Tyrone Police Department. Please contact them at 770-487-4732 to continue the process.
- Adult supervision must be provided for ages 20 and under. The ration must be one adult per every 5 adolescents.
- Deposits will be returned to renter via check. It takes approximately 2-3 weeks to receive your deposit reimbursement.
- Loss of key will result in a loss of \$50.00 of deposit money.
- No cooking on hot plates.
- Your security deposit will not be submitted until our key is returned.
- No more than 125 people in the building for any event.
- **PLEASE NOTE: THE NAME ON THE RECEIPT AND THE ADDRESS ON THE RENTAL FORM WILL BE USED FOR SECURITY DEPOSIT REIMBURSEMENT. NO EXCEPTIONS.**

I am an adult 21 years of age or older. I have signed the Liability Release Agreement on the back of this page and received a copy of the cleanup procedures.

Signature _____

Date _____

FOR OFFICE USE ONLY:

Amount of deposit: _____ Receipt# _____ Employee Initials _____
Amount of rental payment: _____ Receipt# _____ Employee Initials _____

Notes: _____ Rev. 6/05/2026 _____