



RENTAL POLICY

A Parking Lease agreement is issued to an individual, business or organization for partial and temporary use of the 3rd Avenue Parking Deck. This agreement allows the lessee and guests to park within the facility for a set fee with no additional hourly or daily charges per vehicle. **This facility is a public parking facility and public parking is permitted at all times. Lessee may not refuse entry to any individual(s).**

PAYMENT

The **Full Rental** lease fee is \$300 per event with the balance due no later than five (5) business days prior to the event. A request will not be processed without payment. The **Validation Rental** lease fee is \$3 per validation code use and will be invoiced within five (5) business days after the event.

CANCELLATION & REFUNDS

To change a reserved date a written request must be received at least ten (10) days prior to the original event date. All cancellations or refund request must be submitted in writing. Written cancellations received at least ten (10) days prior to date of event will receive a full refund.

LIABILITY

The City of Rome, Floyd County or the office of Downtown Development and their agents may not be held responsible for lost or stolen items or damage to a vehicle. Staff reserves the right to amend the terms of this agreement as necessary.

**3rd Avenue Deck
Event Parking Agreement**

Please Print Clearly

Lessee _____

Contact Person _____

Address _____

City/Zip _____ Email _____

Day Phone _____ Cell _____

Event Location _____ Date _____

Event Time: Start _____ End _____ Expected Attendance _____

Special Needs or Request _____

Handicap parking is located next to the elevator on levels 2, 3, 4

FULL RENTAL – \$300

(All access parking with the exception of 1st level reserved parking and permitted parking Monday – Friday 8am-6pm)

- Balance due no later than five (5) business days prior to event

VALIDATION RENTAL - \$3.00 per use

(Recommended for events with less than 75 in attendance)

- Staff will provide Lessee with validation, date and time specific
- Attendee’s may register vehicle plates at kiosk provided or through ParkMobile pay app
- Lessee will be invoiced within five (5) business days after the event
- At least two weeks’ notice for validation code

I have read the Parking Deck Agreement, policy and terms and agree as set forth.

Signature _____ Date _____

OFFICE USE

Amount \$ _____ Date Due _____

Date Payment Received _____ Initials _____

AMENDMENT to TERMS _____