Turner the Train

Rental Application

*Contact Information:*

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Organization or Business \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Event Information:*

Date of Event \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Event Description \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Expected Attendance \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Trip Starting Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Pick Up Time \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Trip Ending Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Ending Time \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Please include a map of the proposed route.*

Onsite Contact for Day of Event \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, have read the policies and procedures for use of Turner the Train, owned by the City of Clinton, and agree to abide by them. I understand that I am responsible and liable for any damages to City property that may occur during my usage. I also understand I should immediately report any problems to the City of Clinton staff.

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total Rental Fee (see reverse for details) $\_\_\_\_\_\_\_\_\_\_\_\_\_

*Note: Application must be received at least one month prior to the event. Once the application has been received, the Depot Events Coordinator will contact the individual above to approve or deny the event. If approved, deposit will be due within three business days. The date will not be held until the deposit has been received. The remaining balance must be paid no later than two weeks before the event. All cancellations forfeit the deposit.*

*For Olde Towne Depot Staff only:*

Approval/Denial (Depot Events Coordinator) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Notified of Approval/Denial \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Deposit Received (50% of total) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Amount \_\_\_\_\_\_\_\_\_\_ Payment Type \_\_\_\_\_\_\_\_\_\_\_

Date Balance Received \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Amount \_\_\_\_\_\_\_\_\_\_ Payment Type \_\_\_\_\_\_\_\_\_\_\_

Turner the Train

Rental Application

Train Rental $ 300.00 Two hour rental $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *Minimum rental*

 $ 100.00 Each additional hour $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

After Hours Fee $ 100.00 After 5:00 p.m. $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Total: $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 50% Deposit: $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Capacity:*

Turner the Train will accommodate four to six adults per car or six to eight children per car.

*Availability:*

Train may be rented Tuesday through Saturday, excluding City holidays and the month of December.

*Checks made payable to:*

City of Clinton

P. O. Box 156

Clinton, MS 39060

*Return pages 1 and 2 of the Rental Application to the Olde Towne Depot, located at 281 East Leake Street, or by mail:*

Olde Towne Depot

P. O. Box 156

Clinton, MS 39060

Turner the Train

Rental Policies and Procedures

*About the Turner the Train*

Turner the Train is named for Louis Turner, who in 1928, assisted by a crew of workers, laid all of the bricks on Clinton’s famed brick streets. Turner, a veteran of World War I, worked with extreme pace laying all 600,000+ bricks in a just a handful of days as the November weather turned from chilly to cold. This tribute to Turner, who literally laid the foundation of Clinton’s most treasured relic, pays homage to an unsung legend of our great city. This head-“turner” of a train will certainly celebrate Clinton’s past as it traverses over the very bricks that the original Turner laid without knowing what a great legacy he was leaving for Clinton’s future.

Turner the Train may be used for public events held by nonprofits, charities, and local organizations. The train may not be rented out by individuals unless that individual is holding a private event at the Olde Towne Depot.

*Capacity:*

Turner the Train will accommodate four to six adults per car or six to eight children per car.

*Availability:*

Train may be rented Tuesday through Saturday, excluding City holidays and the month of December.

*Policies and Procedures*

Application must be received at least one month prior to the event. Application may be delivered to the Olde Towne Depot (281 East Leake Street) or mailed to the Depot at P. O. Box 156, Clinton, MS 39060. Once the application has been received, the Depot Events Coordinator will contact the applicant to approve or deny the event. If approved, the deposit will be due within three business days. The date will not be held until the deposit has been received. The remaining balance must be paid no later than two weeks before the event. All cancellations forfeit the deposit.

Turner the Train is available Tuesday through Saturday, excluding City holidays and the month of December. Turner may not be rented earlier than 9:00 a.m. and no later than 8:00 p.m. All trips must remain within the City limits of Clinton. Proposed maps must include appropriate streets and wide intersections for turns.

Refunds are not given for unused time, and any time over what is booked will result in additional charges. Please carefully consider the time you’ll need for your event.

*…Policies and Procedures cont’d*

Applicants must be 21 years or older to rent Turner the Train.

The reserved date may not be shared with or reassigned to another organization or group without approval by the Depot Events Coordinator.

The train must be left in the condition in which it was found. No trash or debris should be left on the train. A cleaning fee of $50.00 may be charged if the train requires additional cleaning following the event.

Passengers must comply with all safety instructions and regulations placed forth by the driver. All passengers must remain seated while the vehicle is in motion.

All City of Clinton events will have priority.

No tobacco products of any kind may be used on the train.

Olde Towne Depot, City of Clinton, and Main Street Clinton will not be held liable for any articles lost, stolen, or damaged.

Renters will be required to execute a hold harmless agreement and may be required to provide certificate of insurance.

*Contact Information*

Olde Towne Depot

[www.oldetownedepot.com](http://www.oldetownedepot.com)

601.924.0113

depot@clintonms.org

Physical Address:

281 East Leake Street

Clinton, MS 39056

Mailing Address:

P. O. Box 156

Clinton, MS 39060

Depot Events Coordinator:

Anna Boyd Hawks

aboyd@clintonms.org

601.924.0113

Assistant Events Coordinator:

Molly Mitchell Golding

mgolding@clintonms.org

601.924.0113

Turner the Train

Hold Harmless and Indemnification Agreement

*For use or rental of City property*

In consideration for the use or rental of City property,

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Organization/Applicant)

does hereby agree and obligate him/her and their organization to save, hold harmless, and indemnify the City of Clinton, Mississippi, and its duly elected officials, agents, servants, and employees, from any and all claims, civil actions, damages, expenses and costs of every kind and character, whether at law or equity, or otherwise, arising from or related to the operation or the activities associated with this event and specifically agrees to indemnify the City of Clinton, Mississippi, and its duly elected officials, agents, servants, and employees from all damages and expenses of whatsoever kind, including but not limited to any expenses incurred by it related to any such claim, civil action or damages.

Witness my signature this the \_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: