



## HISTORIC COROLLA PARK FACILITIES RENTAL APPLICATION

**This form is to be completed by individuals or groups applying to rent the Historic Corolla Park. The Fee Schedule and Park Rules & Regulations are also provided. The Facilities Rental Application must be signed and returned along with the signed Rental Fee Schedule, deposit payment and an initialed and signed Park Rules & Regulations form.**

**Hours of the Rental are from 10am to 11pm.**

**A Certificate of Insurance naming County of Currituck as the additional insured for the day of the event must be on file with the Whalehead 90 days before the date of the scheduled event.**

1. Applicant Name: \_\_\_\_\_

2. Applicant Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

3. Telephone: (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Work) \_\_\_\_\_

4. Please check the area(s) of Historic Corolla Park that will be needed:

North Lawn

South Lawn (includes South Porch)

Point

Whalehead Side Porch

Gazebo

Other grounds (not including the above 5 areas & subject to approval)

5. Date facility will be needed:

Date: \_\_\_\_\_

6. Estimated attendance: \_\_\_\_\_

7. If not a wedding, please describe activity to be scheduled:

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8. All organizations using or renting the facilities must be familiar with the General Rules and Regulations governing the use of the facility. If a copy of the "Historic Corolla Park General Rules and Regulations" is not provided with this Facilities Rental Application, please ask the Currituck County Tourism Department to provide you with a copy. This form must be initialed and signed and returned with your application to be considered complete.

9. If this event is canceled, I will notify the Currituck County Department of Travel & Tourism Events Coordinator, Kemberly Sawyer, as soon as possible: 252-453-9040.

10. I have read and agree to abide by the regulations governing the use of the Historic Corolla Park. I do also agree to indemnify and hold harmless the Currituck County Department of Travel & Tourism staff, the Currituck County Board of Commissioners and Currituck County Government from any and all claims for damages, personal or otherwise, that may occur during the use of this facility.

Name (Please Print) \_\_\_\_\_

Signature \_\_\_\_\_

Email address: \_\_\_\_\_

Date \_\_\_\_\_

***The Currituck County Department of Travel & Tourism reserves the right to refuse any request for use of facility based on concern for the health, safety, and welfare of the users, invited guests, or general public; as well as the protection, security, and image of Historic Corolla Park.***

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**FOR USE BY CURRITUCK COUNTY**

APPROVED BY: \_\_\_\_\_

DATE: \_\_\_\_\_