

Town of Kure Beach Ocean Front Park Checklist

BEFORE EVENT CHECKLIST

Kure Beach Ocean Front Park, 105 Atlantic Avenue Kure Beach, NC 28449

Event Date and Times _____

Lessee/Name of Person or Organization _____

INSTRUCTIONS: This form is to be completed by the Lessee and Town Representative prior to Lessee's occupation of premises. Check off each item and **SIGN WHERE INDICATED**. Please be thorough with initial assessment; Lessee is liable for inconsistencies between before and after event checklist. This completed form belongs to the Town of Kure Beach.

1. Pavilion floor is clean of debris, spills, and stains.
2. Rental area is clear of obstructions and equipment not part of rental agreement.
3. Access to pavilion restrooms and storage area (if applicable) is granted.
4. Pavilion restrooms are clean and function properly.
5. No evidence of tape, adhesives, tacks, or fasteners that marred any wall surface.
6. Electrical outlets are in proper working order.
7. No evidence of abuse to facility inside or outside.

Comments: _____

Signature of Lessee

Date

Signature of Town Representative

Date