City of Valdez

Ports & Harbors Waterfront Event Rental Application

P.O. Box 307, Valdez, AK 99686 PH: (907) 835-4564 Fax: (907) 835-4479

Today's Date: _____

Reservation Information	
Group Name	
Description of Event	
Facility	
Date(s)	
Time	to
Estimated Attendance	
Notes	

Contact Information	
Last Name	
First Name	
Mailing Address	
Home Phone	
Work Phone	
Cell Phone	
Fax Number	
E-Mail	

Rental Fee

*Please mark the appropriate box an √

☐ Kelsey Dock Plaza	$50/6 hrs.		$150/24 hrs.
☐ Kelsey Dock Parking Lot	$50/6 hrs.		$150/24 hrs.
☐ Commercial Rate*	$20/hr. X _____ hrs. = $ _____0	$ 0	$300/24 hrs.

*The commercial rate will be applied to any facility rental that is used for an event that charges a fee

$75 Damage / Cleaning Deposit

*may be increased for events over 100 people

Additional Services:

Electricity	$20/24 hrs.	
Propane Heaters	$22 ea.	

TOTAL RENTAL FEE $ 0 **TOTAL DEPOSIT FEE** $

NOTE: PLEASE ENCLOSE SEPARATE CHECKS / CASH PAYMENTS FOR RENTAL AND DEPOSIT

By signing below, the above listed applicant/organization shall hold harmless and indemnify the City of Valdez and any employee of the Ports & Harbor Department from any claims, lawsuits, or judgments, present or future, arising from loss or damage to property, or injuries to persons immediately prior to, during, or immediately after the above described event. The above named applicant/organization accepts full responsibility for restitution of any damage to the facility and/or equipment, and agrees to abide by all laws and policies of the City of Valdez.

Print Form

Email Form

Applicant Signature _____ Date _____

FOR OFFICE USE ONLY >>>>

Date Payment Received _____

Cash ☐
Check ☐
Credit Card ☐

Date Deposit Received _____

Cash ☐
Check ☐

Received by _____

Date Deposit Returned _____

COMMENTS: _____