



Fort Bend County Parks and Recreation Community Use Request Form

COMMUNITY USE CRITERIA

Tax Exempt Entities which serve Fort Bend resident communities and can provide copies of their active 501(c)(3) tax-exempt designations are eligible to schedule and use community rooms and pavilions with use fees waived. Use shall be, up to a maximum of one use per month, during regular rental hours (Monday-Friday from 8:00 a.m. to 4:00 p.m.).

Schedules are subject to availability and management approval. Events/meetings must be booked at least 30 days out, and no more than 12 months out. Should significant set up be required, the County may require the entity requesting use to provide assistance necessary for room set up at the entity's own cost. The Authorized Representative for the entity must complete the FACILITY USE AGREEMENT & GUIDELINES prior to the Approval and must ensure that the event/meeting does not allow for more than 50 attendees.

Requests must be submitted by use of this Community Use Request Form, and will be reviewed/approved before any reservations are made. Staff will make every effort to notify applicant within five (5) business days of the determination, whether or not the request can be honored, and will follow-up with the appropriate rental documents. Questions regarding community Use Requests should be directed to the Parks Director at (832) 471-2583. Exceptions to the Community Use Criteria shall only be made by a waiver approved by Commissioners Court.

Entity requesting facility use: Texas Kites District - ISLS

Authorized Representative Name, Title: Bethany Vorges

Term of Office (if applicable): _____

Contact Information (Phone, Email Address): 832-794-3651 bethanywhite77@gmail.com

Organization Mailing Address: _____

Secondary Contact Name, Title: _____

Is your organization a federally-designated 501(c)(3)? Yes

If so, please attach a copy of your designation certificate with this request

What is your organization's purpose? Leadership Training for Scouts BSA

Do you provide direct services to the citizens of the County, and if so, what are they?

Outdoor Fitness, Community Service, Leave no Trace

Has your entity used County Parks facilities previously, and if so, when and for what sorts of functions?

ISLS (March 2021)

Complete usage request chart on following page

Date & Times Requested	Type of Function	Recurring? If so, frequency?	Est. # Attending	Room Preference & Equipment Required	Room Booked Tentatively	Firmed-up
1. 5A-6P Dec 10-11	1055		40	#1 & #4 PAVILIONS		
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						

Staff Use Only:

Approvals:

X: _____

Date: _____

X: _____

Date: _____

Reservation agreement sent to client:

Date: _____

Form Approved by Commissioners Court on: _____

Texas Sales and Use Tax Exemption Certification

This certificate does not require a number to be valid.

Boy Scout Troop 584 CHARTERED TO: Westside Church of Christ (dba Cinco Ranch Church of Christ)	
6655 S. Mason Road	281-579-3100
Katy, Texas 77450	

I, the purchaser named above, claim an exemption from payment of sales and use taxes (for the purchase of taxable items described below or on the attached order or invoice) from:

Seller _____

Street address _____

City, State, ZIP code _____

Description of items to be purchased or on the attached order or invoice:

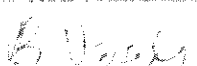
Supplies for Scouting Programs

Purchaser claims this exemption for the following reason:

Not for profit youth development program

I understand that I will be liable for payment of all state and local sales or use taxes which may become due for failure to comply with the provisions of the Tax Code and/or all applicable law.

I understand that it is a criminal offense to give an exemption certificate to the seller for taxable items that I know at the time of purchase will be used in a manner other than that expressed in this certificate, and depending on the amount of tax evaded, the offense may range from a Class C misdemeanor to a felony of the second degree.

sign here 	Title COMMITTEE MEMBER	Date 4/16/2021
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NOTE This certificate cannot be issued for the purchase, lease, or rental of a motor vehicle.

THIS CERTIFICATE DOES NOT REQUIRE A NUMBER TO BE VALID.

Sales and Use Tax "Exemption Numbers" or "Tax Exempt" Numbers do not exist.

This certificate should be furnished to the supplier.
Do not send the completed certificate to the Comptroller of Public Accounts.



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COMMUNITY USE CRITERIA

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Schedules are subject to availability and management approval. Events/meetings must be booked at least 30 days out, and no more than 12 months out. Should significant set up be required, the County may require the entity requesting use to provide assistance necessary for room set up at the entity's own cost. The Authorized Representative for the entity must complete the FACILITY USE AGREEMENT & GUIDELINES prior to the Approval and must ensure that the event/meeting does not allow for more than 50 attendees.

Requests must be submitted by use of this Community Use Request Form, and will be reviewed/approved before any reservations are made. Staff will make every effort to notify applicant within five (5) business days of the determination, whether or not the request can be honored, and will follow-up with the appropriate rental documents. Questions regarding community Use Requests should be directed to the Parks Director at (832) 471-2583. Exceptions to the Community Use Criteria shall only be made by a waiver approved by Commissioners Court.

Entity requesting facility use: Scouts BSA Troops 584 + 1584

Authorized Representative Name, Title: Bethany Vogel Chair

Term of Office (if applicable): _____

Contact Information (Phone, Email Address): bchairman@bsatrop584.com

Organization Mailing Address: 6655 South Mason

Secondary Contact Name, Title: Alexa Bowers

Is your organization a federally-designated 501(c)(3)? yes

If so, please attach a copy of your designation certificate with this request

What is your organization's purpose? Scouting

Do you provide direct services to the citizens of the County, and if so, what are they?
Scouting and Conservation Service hours

Has your entity used County Parks facilities previously, and if so, when and for what sorts of functions?
yes, Adult 10LS

Complete usage request chart on following page

Date & Times Requested	Type of Function	Recurring? If so, frequency?	Est. # Attending	Room Preference & Equipment Required	Room Booked Tentatively	Firmed-up
1. Nov 13	Scout Installation		100	Pavilion 4		
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						

Staff Use Only:

Approvals:

X: _____

Date: _____

X: _____

Date: _____

Reservation agreement sent to client:

Date: _____

Form Approved by Commissioners Court on: _____

Texas Sales and Use Tax Exemption Certification

This certificate does not require a number to be valid.

Name of purchaser, firm or agency Boy Scout Troop 584 CHARTERED TO: Westside Church of Christ (dba Cinco Ranch Church of Christ)	
Address (Street & number, P.O. Box or Route number) 6655 S. Mason Road	Phone (Area code and number) 281-579-3100
City, State, ZIP code Katy, Texas 77450	

I, the purchaser named above, claim an exemption from payment of sales and use taxes (for the purchase of taxable items described below or on the attached order or invoice) from:

Seller: _____

Street address: _____ City, State, ZIP code: _____

Description of items to be purchased or on the attached order or invoice:

Supplies for Scouting Programs

Purchaser claims this exemption for the following reason:

Not for profit youth development program

I understand that I will be liable for payment of all state and local sales or use taxes which may become due for failure to comply with the provisions of the Tax Code and/or all applicable law.

I understand that it is a criminal offense to give an exemption certificate to the seller for taxable items that I know, at the time of purchase, will be used in a manner other than that expressed in this certificate, and depending on the amount of tax evaded, the offense may range from a Class C misdemeanor to a felony of the second degree.

sign here 	Title COMMITTEE MEMBER	Date 9/9/2021
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