



PO Box 67 Hooker Oklahoma 73945
(580) 652-2885

cityofhooker@hookeroklahoma.net

Hooker Community Center Rates & Rules

Rental Rates:

- Community Room (South side) all day: \$150 + \$250.00 deposit – includes South room, kitchen, restrooms & West patio. Maximum occupancy is 50 people.
- Whole Building: \$250 + \$350.00 deposit – includes Community Room, Clubhouse & East patio. Use of the whole building requires 14-day notice. During daytime hours, golfers may be coming and going in the Clubhouse. Maximum occupancy is 75 people.
- Rental fee must be paid to hold the reservation. Deposit must be in cash or check and be paid before the key is picked up.

Building Rules:

- Facility is available on a first come, first served basis.
- NO SMOKING allowed in facility or within 15 feet of the facility.
- NO ALCOHOL allowed in facility.
- NO GLITTER, SPRINKLES, OR CONFETTI allowed in facility.
- Renter must read and understand the Hooker Community Center rules.
- Renter has lease of building only, not the golf course. The golf course may be used upon payment of appropriate golf fees to the Golf Course.
- Renter may use only the portion of the building for which was paid during the time frame for which was paid.

Rental Rules:

- For each day of use, the building needs to be rented including set up and clean up time. (If you have a party on Saturday, but want to set up Friday, the building will have to be rented Friday also.)
- Contact person will pick up and return the keys to City Hall. The keys can be dropped off at City Hall in the drop box on the outside of the building by the front door. City Hall is open from 8 AM to 5 PM excluding holidays. Make key arrangements if needed.
- Restroom supplies are furnished.
- Paper towels, paper plates, etc are NOT furnished.
- Tables & chairs are available in storage closet. They must be cleaned and returned to the closet after use.
- Kitchen appliances can be used. If using appliances, make certain stove and oven are turned off, spills are cleaned and remove any food from refrigerator.
- Stay off of grass on East side & North side of Community Center. These areas are for golfers only.
- If you are using the Clubhouse/Pro Shop, do not remove any items or move them to other parts of the facility. These items are Hooker Golf Club Property.
- Minors must be chaperoned at a ratio of 1 adult for every 10 minors.
- Do not park vehicles where they may block golf cart path entrances or building entrances and walkways.
- Building must be vacated no later than 11:00 PM.
- It is the responsibility of the contact person on the application to inform all persons attending an event of the rules that pertain to renting the Community Center.
- The contact person will be held liable for any damage to property.

Before Leaving Facility:

- Make sure all tables and chairs are cleaned and returned to the closet.
- Collect all trash and take to dumpster in alley.
- Empty and clean all appliances that were used.
- Make sure all faucets are off and toilets are flushed.
- Shut off lights.
- Set thermostat back to original setting (posted on thermostat).
- Make sure all outside doors are locked.

Return of Deposit:

- The deposit will be returned to the renter AFTER inspection of the premises if no damage is found and required cleanup has been completed.
- The contact person is liable for ALL persons present and is liable for any damages to the property incurred during rental period that may exceed the deposit amount.
- Failure to follow the rules set forth will cause your deposit to be forfeited and your right to lease the Community Center at a future date will be also forfeited.

Contact Signature

Date