



Park Reservation Form

Please call the City Clerk at 354-2362 Ext 2100 for information on availability. Facility description on [website](#).

Applicant Name: _____ **Today's Date:** _____

Phone: _____ **Email:** _____

Mailing Address: _____

Business/Organization/Sponsor Name: _____

Name of Event: _____

Type or Purpose of Event: _____

Event Date(s): _____ **Number of Participants*:** _____ **Number of Events:** _____

Time(s): _____ **Number of hours per event:** _____ **Fee due:** _____

Venue: City Park	Reservation Fee - Non-Refundable Single Event: \$25 + hourly charge	Reservation Fee - Non-Refundable Multi-Event: \$50 + hourly charge
<input type="checkbox"/> Ball Field/Multi-Purpose Field 2	\$4.25/hour	\$4.25/hour
<input type="checkbox"/> Multi-Purpose Field 1	\$4.25/hour	\$4.25/hour
<input type="checkbox"/> Basketball Court	\$4.25/hour	\$4.25/hour
<input type="checkbox"/> Pavilion /Stage	\$4.25/hour	\$4.25/hour
Venue: Lions Park	Reservation Fee - Non-Refundable Single Event: \$25	Reservation Fee - Non-Refundable Multi-Event: \$50
<input type="checkbox"/> Ball Field/ Multi-Purpose Field	\$4.25/hour	\$4.25/hour
Venue: Valley Ctr	Reservation Fee - Non-Refundable Single Event: \$25	Reservation Fee - Non-Refundable Multi-Event: \$50
<input type="checkbox"/> Multi-Purpose Field	\$4.25/hour	\$4.25/hour
Venue: Primrose	Reservation Fee - Non-Refundable Single Event: \$25	Reservation Fee - Non-Refundable Multi-Event: \$50
<input type="checkbox"/> Basketball Court	\$4.25/hour	\$4.25/hour
<input type="checkbox"/> Volleyball Court	\$4.25/hour	\$4.25/hour
<input type="checkbox"/> Multi-Purpose Field	\$4.25/hour	\$4.25/hour
<input type="checkbox"/> Pickleball Court	\$4.25/hour/court	\$4.25/hour/court
<input type="checkbox"/> Court #1 Public *		
<input type="checkbox"/> Court #2 Public *		

Pickleball continued		
<input type="checkbox"/> Court #3 Public * <input type="checkbox"/> Court #4 <input type="checkbox"/> Court #5 <input type="checkbox"/> Court #6 *(Courts 1-3 not reservable unless for public event).	\$4.25/hour/court	\$4.25/hour/court
Venue: 5 th Street	Reservation Fee – Non-Refundable Single Event: \$25	Reservation Fee – Non-Refundable Multi-Event: \$50
<input type="checkbox"/> Skate Park	\$4.25/hour	\$4.25/hour
<input type="checkbox"/> Bike Course	\$4.25/hour	\$4.25/hour

1. Will you be serving beer and/or wine (alcohol prohibited in City Park)? **YES** **NO** If yes, beer/wine sales license is required.
2. Will you have retail sales at the event? **YES** **NO** If yes, non-property sales tax (resort tax) must be collected.
3. All fees due at time of reservation.

***For events/seasons with >200 participants, additional toilet facilities and garbage can provisions must be provided by the event sponsor in a number approved by the Public Works Director. Field preparation is the responsibility of the event sponsor with approval by the Public Works Director.**

THERE ARE NO TRASH RECEPTACLES AT THE PARKS: CARRY IN-CARRY OUT!

TERMS & RESPONSIBILITIES

1. Parks reserved on a first come, first served basis. No reservations will be taken until **January 15** or the closest business after, of each year.
2. Field preparation is the responsibility of the event sponsor with approval by the Public Works Director.
3. Return facility back to original condition and in a clean state (garbage, banner, etc.) Any damage deemed unnecessary by City staff will be billed to applicant for repairs.
4. Turn off all field/court lights after use.
5. Contact Public Works if you have any facility **emergencies** after business hours.

I understand and agree to the terms and responsibilities listed above that are required to use the venue.

Applicant Signature

Date