

**City of Driggs, Idaho**  
60 S. Main Street | PO Box 48  
Driggs, ID 83422  
Ph: (208) 354-2362  
[www.driggisidaho.org](http://www.driggisidaho.org)



## 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:** \_\_\_\_\_

<b>Venue: City Park</b>	<b>Reservation Fee - Non-Refundable Single Event: \$45 + hourly charge</b>	<b>Reservation Fee - Non-Refundable Multi-Event: \$80 + hourly charge</b>
<input type="checkbox"/> Ball Field/Multi-Purpose Field 2	\$5.50/hour	\$5.50/hour
<input type="checkbox"/> Multi-Purpose Field 1	\$5.50/hour	\$5.50/hour
<input type="checkbox"/> Basketball Court	\$5.50/hour	\$5.50/hour
<input type="checkbox"/> Pavilion /Stage	\$5.50/hour	\$5.50/hour
<b>Venue: Lions Park</b>	<b>Reservation Fee - Non-Refundable Single Event: \$45</b>	<b>Reservation Fee - Non-Refundable Multi-Event: \$80</b>
<input type="checkbox"/> Ball Field/Multi-Purpose Field	\$5.50/hour	\$5.50/hour
<b>Venue: Primrose</b>	<b>Reservation Fee – Non-Refundable Single Event: \$45</b>	<b>Reservation Fee – Non-Refundable Multi-Event: \$80</b>
<input type="checkbox"/> Basketball Court	\$5.50/hour	\$5.50/hour
<input type="checkbox"/> Volleyball Court	\$5.50/hour	\$5.50/hour
<input type="checkbox"/> Multi-Purpose Field	\$5.50/hour	\$5.50/hour
<input type="checkbox"/> Pickleball Court <input type="checkbox"/> Court #1 Public * <input type="checkbox"/> Court #2 Public *	\$5.50/hour/court	\$5.50/hour/court
Pickleball continued <input type="checkbox"/> Court #3 Public * <input type="checkbox"/> Court #4	\$5.50/hour/court	\$5.50/hour/court

<input type="checkbox"/> Court #5 <input type="checkbox"/> Court #6 <b>*(Courts 1-3 <u>not</u> reservable unless for public event).</b>		
<b>Venue: 5<sup>th</sup> Street</b>	<b>Reservation Fee – Non-Refundable Single Event: \$45</b>	<b>Reservation Fee – Non-Refundable Multi-Event: \$80</b>
<input type="checkbox"/> Skate Park	\$5.50/hour	\$5.50/hour
<input type="checkbox"/> Bike Course	\$5.50/hour	\$5.50/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.

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

#### **TERMS & RESPONSIBILITIES**

1. Parks reserved on a first come, first served basis, **except** that the City may request those submitting **reservation forms spanning weeks or months to coordinate** with other organizations or programs requesting conflicting reservations and/or to submit revised reservation forms **to ensure adequate access** for other significant programs and the public.
2. No reservations for summer season uses will be taken until **January 15** or the closest business day after, of each year.
3. **All fees due at time of reservation.**
4. **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.
5. Field preparation is the responsibility of the event sponsor with approval by the Public Works Director.
6. 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.
7. Turn off all field/court lights after use.
8. 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**