

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Zip \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Work # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
|  |  |  |
|  |  |
|  |  |

|  | **City Park Large Shelter****tables for 300** | **City Park Small tables for 100** | **Shortcake Shelter****tables for 120** | **Cullinan Park shelter****tables for 120** |
| --- | --- | --- | --- | --- |
| **4 Hour Rental** |  |
| 51-100 People | 50.00 | 40.00 | 45.00 | 45.00 |
| 101-150 People | 60.00 | 50.00 | 55.00 | 55.00 |
| 151+People | 70.00 | 55.00 | 60.00 | 60.00 |
| \*250 + People | 100.00 | 70.00 | 75.00 | 100.00 |
| **Additional Per Hr Rate** | 15.00 | 15.00 | 15.00 | 15.00 |
| **W/ Ball Field** | 25.00 | 25.00 | 25.00 | 25.00 |
| **\*250 + People** | **Must be approved** | **before booking** |  |  |

Place \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date & Time \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reserve the ball diamond or volleyball court (w/ shelters) - YES \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_No\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Ball teams games and practices are given field priority

Event/Reason \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Approx. Group Size \_\_\_\_\_\_\_\_\_\_\_\_\_

PAID: cash or check # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Total Fees: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Staff:\_\_\_\_\_\_\_\_\_

Do you understand that Tremont Park District Ordinance **PROHIBITS** the consumption or possession of alcohol at all parks and properties? YES \_\_\_\_ NO \_\_\_\_\_

This organization is a: Civic \_\_\_\_ Religious \_\_\_\_\_ School \_\_\_\_\_

 Charity \_\_\_\_ Service \_\_\_\_\_\_ Commercial \_\_\_\_

 Private \_\_\_\_ Other \_\_\_\_\_\_

***\*\*Organizations must provide a certificate of liability naming Tremont Park District*\*\*\***

**PLEASE READ THEN SIGN AND DATE BACK OF FORM > > > > > > > > > > > > > > > (OVER)**

**Park Shelters:**

* Park Shelter fees are for 4 hours. You may reserve for more than 4 hours for an addt’l hourly fee.**Maximum fee is double.**
* **CANCELLATION POLICY**: We request 72 hours advance notice if canceling a reservation. We reserve the right to partially refund deposits when cancellation occurs less than 72 hours of original reservation.
* **City Park – Large Shelter**: The large shelter at City Park has approximately 38 tables and holds 300 people.
* **City Park – Small Shelter**: The small shelter has approximately 11 tables and holds 100 people.
* **Strawberry Shortcake Shelter**: This shelter has approximately 8 tables and holds 70 people.
* **Cullinan Park Shelter**: The shelter at Cullinan Park has approximately 15 tables and holds 120 people.
* **Ball Diamonds:** Can be rented along with park shelter only if available. Will be an additional fee.

**PARK ORDINANCES and CONDITIONS OF USE**

* No alcoholic beverages are allowed in parks.
* **No Inflatables are allowed at any private rentals. NO INFLATABLES ALLOWED IN PARKS**
* Not all ball fields will be available to reserve during our summer rec/travel ball season.
* Trash must be placed in the trash receptacles/dumpsters.
* Dogs & horses are not allowed in parks
* No golfing is permitted in parks.
* No skates or skateboarding allowed in parks.
* Motor vehicles on roadways and parking areas only.
* Parks close at 10 pm.
* No open burning or grilling.
* All shelters have electrical outlets.
* You are responsible for your group and/or parties actions and conduct during your reservation. Your group must assume responsibility for providing adequate supervision, facility cleanliness and general order while using the facility.
* Contract changes/cancellations will only be accepted from the individual originally booking the facility(s).
* Damage and/or destruction of the above named property(s) will result in repair and/or replacement fees billed directly to you.
* No property of the Tremont Park District is to be removed from the facility(s) without approval from TAPD
* In **ALL** circumstances, TAPD retains full authority for final approval and denial of facility reservation requests.
* **Organizations must provide a certificate of liability naming Tremont Park District.**
* I have read and fully understand the above policies and procedures.

**X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature Date**