



Date of Rental _____
Processed by _____
Date of Deposit: _____ Deposit \$ _____

PAVILION RENTAL FORM

Pavilion Selected

- Large Pavilion (Orchard Park) Lions Pavilion (Orchard Park) Lions Pavilion (Evergreen Park)
 Reed Pavilion (Orchard Park) Jaycees Pavilion (Evergreen Park)

Rental Type: Wedding Reunion Birthday Other If other please list event: _____

Applicant Information (Please Print)

Name: _____

Address: _____

City, State, Zip _____

Phone: _____

Fees

- Large Pavilion (Orchard) \$50 Resident / \$100 Non-Resident
Lions Pavilion (Orchard) \$25 Resident / \$50 Non-Resident
Reed Pavilion (Orchard) \$25 Resident / \$50 Non-Resident
Lions Pavilion (Evergreen) **Off Season \$25 Resident / \$50 Non-Resident** **Peak Season \$50 Resident / \$100 Non-Resident**
Jaycees Pavilion (Evergreen) \$25 Resident / \$50 Non-Resident

Payment Method

- Check # _____ Cash Debit

Total Payment: \$ _____

TERMS AND CONDITIONS

Reservation Required: All persons wanting to rent a pavilion must complete a rental form and return said form with the appropriate payment in order to place reservation. Reservations are made on a first come-first served basis. Rental fees are not refundable, unless the reservation is cancelled 30 days or more prior to use date. ***SPRAY PARK IS NOT INCLUDED WITH PAVILION RENTAL*** If spray park is non-working on day of pavilion rental, refunds are not applicable, and notice will not be given to pavilion renter.

Rules:

- Decorations may *only* be hung with scotch tape or poster putty. No staples or thumbtacks are allowed.
- You may not remove or add tables to the pavilion.
- Glass containers are prohibited in the park and pavilions
- Parks and Recreation must approve all sales or events to be held in the park.
- Renter is responsible for proper sanitation & cleaning before & after rental.
- Renter is responsible for cleaning and disposing of all paper products, decorations, containers, and food in receptacles provided.
- Renter is responsible for all damages to the pavilion, picnic tables, grills, etc.
- If the rental is open to the public and alcohol is to be served, renter is required to provide liquor liability and general liability insurance of not less than \$1,000,000 per occurrence with \$3,000,000 aggregate. City must be named as additional insured.

I, _____ fully understand and agree to the terms and conditions of this agreement. I also agree to hold the City and its employees harmless for any claims or actions based upon or arising out of transmittal of contagious infections (i.e. Covid-19), damage, or injury up to and including death to persons or property caused by or sustained in connection with this agreement or the conditions within while occupying the Pavilion for my event.

Signature: _____ Date: _____