



# Booking Rental Contract/Special Event Permit Form

## COMMUNITY PARKS RESERVATION FORM

KP PARK		
	North Ball Diamond	Picnic Area
	South Ball Diamond	Bingo Booth
	Gazebo	

LIONS PARK	
	Ball Diamond

ORGANIZATION NAME: \_\_\_\_\_

### ORGANIZERS/SPONSORS:

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

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

DAY(S) OF THE WEEK: (please check the day(s) you are interested in)

SUNDAY      MONDAY      TUESDAY      WEDNESDAY      THURSDAY      FRIDAY      SATURDAY

Dates: \_\_\_\_\_

Times: \_\_\_\_\_

### DESCRIPTION OF EVENT:

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Expected Number of Attendees: \_\_\_\_\_ Tents/ Shelters (Y/N): \_\_\_\_\_

Special Requirements: \_\_\_\_\_

We, the above-signed sponsors, agree to be responsible for the overall maintenance and clean-up of the designated park area. We also understand and accept any financial costs due to damages occurred while we are accessing any of the above venues.

Signature of Sponsor: \_\_\_\_\_

Date: \_\_\_\_\_

Council Approval: \_\_\_\_\_

CAO/CO Approval: \_\_\_\_\_

*(as required)*

Date: \_\_\_\_\_

Date: \_\_\_\_\_