

# Facility / Shelter Reservation

Parks & Recreation

## RESERVATION INFORMATION:

Reservation Site: \_\_\_\_\_

FEEES:

\$

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

Time: \_\_\_\_\_

Group Name: \_\_\_\_\_

# in Group: \_\_\_\_\_

## CUSTOMER INFORMATION:

Contact Person: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Other Phone: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

## OTHER INFORMATION:

Special Requests: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

FEEES:

\$

**TOTAL FEES:** \$

### RELEASE OF CLAIM FOR PERSONAL INJURY AND PROPERTY DAMAGE

The undersigned agree that the City of Stillwater and the Parks and Recreation Department or any of its agents, agencies, boards or staff, shall be released from liability, claims or demands whatsoever in the event of any accident or injury to said participant resulting directly or indirectly from their using a City facility. The City will also not be responsible for any damages or loss to private property.

1. All persons are to be able to produce for inspection, their rental agreement upon request by a City official, custodian, representative or officer.
2. All persons must obey all and follow all posted rules, signs, regulations.
3. Alcoholic beverages and 3.2 beer cannot be sold, distributed or consumed on City property.
4. The undersigned will be personally responsible on behalf of applicant for any damages sustained by the facility, furniture, or equipment occurring through the occupancy or use of said facility by the applicant.

*I have read the above mentioned rules and regulations and hereby agree to recognize and adhere to the rules and regulations as they apply.*

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## OFFICE USE ONLY:

		<u>DEPOSIT</u>	<u>PAYMENT</u>
Today's Date: _____	Amount: \$ _____	Cash: _____	
By: _____	Check #: _____	Check #: _____	
	Mailed / Picked Up Date: _____	Credit Card: _____	