

# 2011 Richland Center Park Facility Use Application & Permit

R.C. Parks & Grounds Department 600 West Seminary Street Richland Center, WI 53581 Phone (608) 647-8108

This form must be completed and signed by the applicant, accompanied by the correct fee to enter for the request for a park facility reservation. Upon approval, your application will be kept on file in our office.

Applicant's Name & Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Home phone: \_\_\_\_\_ Business phone: \_\_\_\_\_

Group or Organization Representing: \_\_\_\_\_  
(Only if applicable)

Facility: \_\_\_\_\_ Date: \_\_\_\_\_ Times: \_\_\_\_\_

Maximum # Expected: \_\_\_\_\_

## **Facility Dates, Hours Requested & Cleanup:**

**IMPORTANT:** Reservations for the next calendar year are taken on first business day of the year on a first come first serve basis. After rental use, the party is expected to fully clean the facility to the approval of the Parks & Grounds Board before leaving. Picnic tables will be provided at the shelter. If additional tables, garbage cans or other special requests are needed, it will be the group's responsibility to secure them. If you need special requests an additional \$30 will be added to the fee.

If needed Special Requests: (Please circle) YES / NO

\_\_\_ # of Extra Tables      \_\_\_ # of Extra Trash Receptacles

Other Needed/Special Requests: \_\_\_\_\_

## **PERMIT TERMS AND CONDITIONS:**

I accept full responsibility for the terms and conditions of this application, and certify that it is accurate and complete. I understand that the fee paid is refundable to me if the notice of cancellation is received by the Parks & Grounds Department no less than 7 days prior to my scheduled event. I understand that the Parks and Grounds Board reserves the right to deny any application for any event that the expected attendance will exceed the safe capacity of the facility or involves activity as such that endangers public health and safety. I understand the inaccurate information is grounds for cancellation of any reservation granted to me and may jeopardize future reservations

I understand that no facility is reserved until all stipulated fees of \$ \_\_\_\_\_ have been paid and the Director or a Parks & Grounds Board Representative signs this form. Payment must be received within 7 business days after you reserved a shelter.

Group Representative Signature:

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

Richland Center Parks & Grounds Signature:

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

### Shelter Usage: (All monies go towards Parks and Shelter improvements)

Shelter	Cost	Group Size
Dr. Meyer	\$50 (Enclosed Shelter)	65 - 75
E. Keepers	\$45 (Attached Bathrooms)	80 - 110
Band Shelter	\$35	75 - 100
Earl Anderson	\$35	65 - 75
Robert Retrum	\$35	75 - 100
Charles Lawrence	\$35	75 - 100
Retrum & Lawrence	\$60	150 - 200
Justin Williams-North Park	\$35	100 - 125
Lions-North Park Concession Stand	\$15 a day	N / A
Lions-North Park w/o Concession Stand	\$35	65 - 75
Don Klingaman- North Park Pond	\$35	75 - 100
Glenn Ferguson Shelter #1- Krouskop	\$35	65 - 75
B.I. Pippin Shelter #2- Krouskop	\$35	65 - 75

(Please Note: Any Special Requests for Shelter Rentals will be an additional \$30.)

### Ballfield Usage: (All monies go towards Parks or Shelter improvements)

Ball Diamond	Cost
Krouskop or North Park (use of one / all diamonds or fields)	<ul style="list-style-type: none"> <li>Seasonal activity: Organized Youth Group \$2 per participant or max \$5 per family Adult League Teams – 10 max participants @ \$5 with \$50 max per team</li> <li>Weekend Tournament fundraising activity: ½ day \$25 Full Day \$50- Lights additional \$20 per use (Includes Concession Stand)</li> <li>Daily usage activity for family or picnic group: \$20</li> <li>Special Events- Weddings, Anniversary, Large Picnic with Tent: \$50 plus \$20 extra for lights</li> </ul>

Please circle the date or dates you will be using the facilities

**2011**

January							February							March										
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat				
						1			1	2	3	4	5			1	2	3	4	5				
2	3	4	5	6	7	8	6	7	8	9	10	11	12	6	7	8	9	10	11	12				
9	10	11	12	13	14	15	13	14	15	16	17	18	19	13	14	15	16	17	18	19				
16	17	18	19	20	21	22	20	21	22	23	24	25	26	20	21	22	23	24	25	26				
23	24	25	26	27	28	29	27	28	27	28	29	30	31											
30	31																							
April							May							June										
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat				
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3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11				
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18				
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25				
24	25	26	27	28	29	30	29	30	31	26	27	28	29	30										
31																								
July							August							September										
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat				
					1	2		1	2	3	4	5	6					1	2	3				
3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10				
10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17				
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24	25	26	27	28	29	30	28	29	30	31	25	26	27	28	29	30								
31																								
October							November							December										
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat				
					1	2			1	2	3	4	5					1	2	3				
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10				
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30	31																							