2016 SPECIAL USE APPLICATION
D: PRIVATE RENTAL

Monroe County Parks

Please remember to submit this section of this application upon reservation of facility, and at least 21 DAYS ahead of the date of the reservation.

2016 Special Use Private Rental, Base Fee: $50 per event; other fees may apply (see below)

Name:_____

Mailing Address:_____
Street City State Zip code

E-mail Address:_____

Office/Home Phone #:_____ Day-of-Event Cell Phone #:_____

Fax #:_____ Date of Event: _____ Starting & Ending Time: _____

List the Reservation #, Park, Lodge/s, Shelter/s, or Facility/ies, and describe the Location/s you are requesting:

**All Special Use Private Rental applications are considered on a case-by-case basis. All rentals are not permitted in all locations/facilities. Many specially-requested locations/facilities do not have adequate capacity, parking, access, electricity, bathroom facilities, etc. Rental of additional Shelters and Lodges may be required in order to accommodate your parking needs and your event. Rental of porta-potty units may be necessary to supplement the on-site bathroom facilities. Access to Facilities only on the day you have rented; you must rent for additional day/s if you want access prior day or next day. Tents and other equipment must be set up and taken down on the same day, so as not to impact Lodge or Shelter renters before and after you. Please list the tent company that you plan to use. Attach additional sheets if necessary:* _____

_____

_____

_____

Choose the type of Event you are requesting (check all that apply):

- ☐ Wedding Ceremony
- ☐ Wedding Pictures
- ☐ Wedding Reception
- ☐ Rehearsal Dinner
- ☐ Graduation Party
- ☐ Church Picnic
- ☐ Company Picnic
- ☐ Sorority/Fraternity Party
- ☐ Awards Ceremony
- ☐ Birthday Party
- ☐ Family Reunion
- ☐ Party
- ☐ Other _____
- ☐ Pig Roast

Please list all logistics, details, requests:

_____

_____

_____

_____

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_____

Choose the type of Permit/s you are requesting (check all that apply):

**Not all items are permitted in all facilities/at all locations. Some will be required in order to accommodate/permit your event.*

Special Use Private Rental Base Fee- $50 fee: __$50_____

- ☐ *Small Tent/s (11x11 up to 30x30 ft)- $40 fee each: #_____
- ☐ *Large Tent/s (over 30x30 ft)- $100 fee each: #_____
- ☐ *Horse/Pony/Sleigh/Hay Rides- $25 fee each: # _____
- ☐ *Bouncehouse/Dunk Booth/Climbing Wall Permit Fee- $25 fee each: #_____
- ☐ Field Use Permit Fee- $35 fee per field, per day: #_____
- ☐ *Live Band- No charge
- ☐ *DJ- No charge

Please also submit Part E: TENTS if you will have any tents.

- ☐ Over Capacity by 25%- $10
- ☐ Over Capacity by 50%- $20
- ☐ Over Capacity by 75%- $30
- ☐ Over Capacity by 100%- $40

TOTAL AMOUNT OF FEES DUE: _____

I have read and understand all the park rules and regulations and if my group damages the park or facilities in any way, I will be financially responsible for all the fees to repair the damage. Date: _____

Signature: _____

Rules, Regulations, and Additional Information: You do not have permission for your rental until you receive a signed permit. The permit only allows you to use the park. YOU MAY NOT GIVE YOUR PERMIT TO OTHERS. All parks are **Carry-In, Carry-Out, unless otherwise noted.** We reserve the right to postpone or cancel any rental that could do permanent damage to the park. As the permit holder, you agree that the noise level at your event will not exceed an acceptable volume at any time, and any music will end at or before 10pm. If you fail to comply with this agreement, you will be evicted from the park, and granted no refund.