



# PARK RESERVATION APPLICATION

Park: \_\_\_\_\_ Field/Facility: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Date(s) of Use: \_\_\_\_\_ Time: From \_\_\_\_\_ To \_\_\_\_\_

Day(s) of Use:            M            T            W            Th            F            Sat            Sun

*(Seasonal use limited to 4 days per week.)*

## Applicant Information

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

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

Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

## Organization Information (if applicable)

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

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

Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

## Fees:

Daily Pavilion Rental	1 – 24 people	\$50.00	<input type="checkbox"/> _____
	25 – 99 people	\$100.00	<input type="checkbox"/> _____
	100 – 249 people	\$150.00	<input type="checkbox"/> _____
Daily Sports Field Rental	1 – 24 people	\$100.00	<input type="checkbox"/> _____
	25 – 99 people	\$150.00	<input type="checkbox"/> _____
	100 – 249 people	\$200.00	<input type="checkbox"/> _____
Daily Non-field Sport Rental	1 – 24 people	\$50.00	<input type="checkbox"/> _____
	25 – 99 people	\$100.00	<input type="checkbox"/> _____
	99 – 249 people	\$150.00	<input type="checkbox"/> _____
Seasonal Sports Field Rental <i>(Keeper choose north or south field)</i>		\$300.00	<input type="checkbox"/> _____
Seasonal Non-field Sport Rental		\$150.00	<input type="checkbox"/> _____
		<i>Subtotal</i>	_____
		<i>6% Tax</i>	_____
		<b>Total Due:</b>	=====

## NOTE: Special Event Criteria

Your event is a Special Event if it meets either of the following criteria: 1) it will require a street closure within any zoning district, or 2) it is anticipated to attract 250 or more people at any one time within any zoning district. Special Event application procedures and additional fees apply.

I hereby certify the above statements to be true, complete and correct to the best of my knowledge.

Signature of Person Reserving Park: \_\_\_\_\_

## Park Rules, Conditions and Recommendations

- The park will not be reserved until the required application and fee have been received by the city.
- Park rental fees are non-refundable.
- This reservation form and your receipt are proof of your reservation. We recommend bringing these with you to the park.
- If there is a conflict in the park with your reservation, please call the Hailey Police Department at 788-3531 or 788-5555.
- All reservations are subject to Hailey Municipal Code, 9.04.030 (noise) and 12.12 (parks). Special Events are also subject to 12.14 (special events).
- All reservation holders are expected to clean up after themselves. Rubbish receptacles are available for your use. Hop Porter Park and Heagle Park also have dumpsters (see below). A \$35/hour maintenance fee will be charged for any cleanup required by the city.
- If your reservation exceeds 25 people, consider bringing extra trash bags; rubbish receptacles may not meet your need. Any rubbish that does not fit in provided receptacles must be removed from the site.
- If your reservation exceeds 100 people, consider a portable restroom rental (Clear Creek Disposal, 726-9600). (In some cases, the city may require the reservation holder to provide a portable restroom.) Under either scenario, this cost is the responsibility of the reservation holder. Check with the city on location.
- At parks with restrooms, there is no guarantee of restrooms being open before May 15th or after October 15th.
- Hailey's leash law applies to all reservations; dogs must be controlled by a leash not exceeding 10' in length held in the hand of the person controlling the animal. Please clean up after your dog.
- Sprinklers may come on at 9:00 p.m. Please be advised that pavilions and other rental areas may get wet as a result.
- Fees pertain to pavilion, sports field and non-field sport rentals only. Select parks are available for exclusive use via a Special Event permit.

