

Park Reservation Request

City of Imlay City
150 N Main Street, Imlay City, MI 48444 (810) 724-2135

Area Reserved: (Circle your choice)	<u>Residential</u>	<u>Non-Residential</u>
Butterfly Garden and Pergola	\$ 40.00 per 2 Hrs.	\$ 80.00 per 2 Hrs.
Lamb/Steele Park Gazebo	\$ 50.00 per Day	\$ 100.00 per Day
Lions Park Pavilion	\$ 50.00 per Day	\$ 100.00 per Day
Old School Park	Not Currently Rentable	
Rotary Park Gazebo	\$ 50.00 per Day	\$ 100.00 per Day
Veterans Park	Not Currently Rentable	

BALANCE PAID IN FULL AT TIME OF APPLICATION

Reservation Date: _____

Time of Event: Start _____ End _____

Name of Group: _____ Non-Profit: Yes () No ()

Type of Activity: _____

Contact Person: _____ Phone: _____

Address: _____
Street

City, State, Zip Code

Waiver of Liability: In consideration of the City of Imlay City allowing us to reserve and use the park property indicated above, we agree to assume any and all liability and to hold the City of Imlay City harmless against any liability which may arise due to the use of the above property, except for those claims arising out of the sole negligence of the City of Imlay City, its agents, and/or employees.

We further acknowledge that the City of Imlay City assumes no responsibility for any damages or injuries which may occur during the use of the property indicated except for those claims arising out of the sole negligence of the City of Imlay City, its agents, and/or employees.

We further agree to abide by all ordinances, laws, and regulations of the City of Imlay City and the State of Michigan.

Signature: _____ Date _____

Office Use Only – Do not write below this line

Fees Received: \$ _____ Date: _____ Staff Initials: _____

Cancellation Contact Person: _____ Date: _____

Refund Authorization: () No Refund () Refund Amount _____ Staff Initials _____

ENJOY IMLAY CITY'S PARKS!

Conditions of Use

Rental Fees: Rental fee is required to be paid at the time of the reservation request, accompanied with the completed rental form. **Alcohol Park Permit must be applied for at the time of rental and given at least two weeks (2) to process before the event. **

Cancellation Policy: Reservations cancelled at least thirty (30) days prior to your reservation date, your payment will be refunded. Cancellations with less than thirty (30) day notice, WILL NOT be refunded.

Reservations: Reservations made are only for the date and time indicated on the form.
City Hall office hours are Monday – Friday from 8:00 a.m. – 4:30 p.m.

Rules and Regulations:

- * Alcoholic beverages are ONLY permitted with a valid ALCOHOL PARK PERMIT on file.
- * No stapling, nailing, tacking, or taping signs/banners, and decorations on any part of the pavilion. If damage occurs during your reservation, you will be invoiced for repairs.
- * You are responsible for general cleaning of the gazebo, pavilion, or pergola after your function. Please remove any signs, posters, and decorations. Trash barrels are provided throughout the park area.
- * All Park hours are 7:00 A.M. to 10:00 P.M.
- * If you plan to have staked popup tents at any park during your rental, you must have approval from the DPW Superintendent.
- * Please see helpful information about our facilities.

HELPFUL INFORMATION

WEATHER PERMITTING PICNIC TABLES ARE PUT OUT IN APRIL

Butterfly Garden and Pergola

Electricity - No
Tables - One Large Picnic Table
Grills - No
Restroom facilities - None

Lamb/Steele Park and Gazebo

Electricity - Two outlets on the gazebo itself; Also, two panels near the east and west of the gazebo area that contain many outlets.
Tables - Four Picnic Tables
Grills - One
Restroom facilities - None

Lions Park and Pavilion

Electricity - No
Tables - Eight Picnic Tables
Grills - One
Restroom facilities - Weather Permitting, Typically May thru October.

Old School Park and Pavilion

Electricity - No
Tables - Two Picnic Tables
Grills - One
Restroom facilities - Portable Restroom on Sight, Weather Permitting, May thru October.

Rotary Park and Gazebo

Electricity - No
Tables - Two Picnic Tables
Grills - No
Restroom facilities - Portable Restroom on Sight, Weather Permitting, May thru October.

Veterans Park

Electricity - No
Tables - Two Picnic Table
Grills - One
Restroom facilities - None

Please retain this sheet for your reference.

If you have any other questions regarding the facilities,
please contact City Hall at (810) 724-2135.