



PARK RESERVATION FORM

Rental Day of Week _____

Rental Date _____

Name _____

Address _____

Phone Number _____

Email _____

RESERVATION RULES & INFORMATION

1. City staff may not be at the facility.
2. If the facility is occupied when you arrive and you need assistance, call the Non-emergency Police number (386) 424-2000 and request an officer.
3. Power is not available.
4. Water is only available in restrooms.
5. Please use masking tape to hang any decorations.
6. Bounce house permitted only with prior approval, proof of insurance and full time adult supervision.
7. Park Reservations are final - no refunds.

FACILITY (CHECK ONE)	RENTAL FEE	RESERVATION TIME	COST
_____ Menard May Park - Large Pavilion & Grill	\$60.00 / 4 hours	(start _____ end _____)	\$ _____
_____ Rotary Park - Small Pavilion #1 North & Grill	\$40.00 / 4 hours	(start _____ end _____)	\$ _____
_____ Rotary Park - Small Pavilion #2 South & Grill	\$40.00 / 4 hours	(start _____ end _____)	\$ _____
_____ Rotary Park - Gazebo	\$40.00 / 4 hours	(start _____ end _____)	\$ _____
_____ Highland Park - Gazebo	\$40.00 / 4 hours	(start _____ end _____)	\$ _____
_____ YMCA - Pavilion	\$40.00 / 4 hours	(start _____ end _____)	\$ _____
_____ Kennedy Park - Small Pavilion	\$40.00 / 4 hours	(start _____ end _____)	\$ _____
_____ Hawks Park Amphitheater (Non-Profit Only)	\$100.00 / 4 hours	(start _____ end _____)	\$ _____
.....	or \$250.00 / day		
_____ Hawks Park Amphitheater	\$400.00 / hour	(start _____ end _____)	\$ _____
.....	or \$750.00 / day		
_____ WSP or Hawks Park - Ballfield without Lights	\$35.00 / hour	(start _____ end _____)	\$ _____
_____ WSP or Hawks Park - Ballfield with Lights	\$65.00 / hour	(start _____ end _____)	\$ _____
*If lights are used for additional time, the person making the reservation will be billed \$65/hour.			Total \$ _____

By completing and paying for this Park Reservation, YOU AGREE to abide by all City of Edgewater Ordinances & Park Rules and YOU ACKNOWLEDGE that refunds are not available.

FINANCE DEPARTMENT - INTERNAL USE

SEPARATE BATCH: ① Cash Out - Parks & Recreation Fees (5F) ② Original to Back Up ③ Receipt to Parks & Recreation

PARKS & RECREATION - INTERNAL USE

Request Date _____ Reserved By _____ Paid Calendar Sign Cash Out Notify Parks/Police

Staff Initials