

**2010 TOWN OF DELAFIELD
RULES, APPLICATION/RENTAL AGREEMENT, AND ALCOHOL PERMIT
FOR TOWN PARK FACILITIES**

In consideration of being allowed to use the Town Park facilities indicated herein, the undersigned Responsible Person, individually, and also the below-named Organization (if any, collectively herein "User") hereby agree as follows:

1. The User accepts, shall fully comply and ensure compliance with the Town of Delafield Park regulations contained within this application form and in Chapter 19 of the Town code.
2. The User agrees to be present at all times throughout the permitted rental time and have a copy of the approved permit available.
3. The User shall submit with this application a fee for each day of use or portion thereof and a \$50- shelter rental/\$100- team field rental as applicable security deposit.
4. The Park is inspected before and after the rental time. Deposits will be returned upon compliance with the regulations herein and upon a satisfactory inspection. The security deposit will be returned by mail following the next Town Board meeting.
5. The Person Responsible shall be directly responsible for any damage done or additional clean-up required as a result of the approved use. If an Organization is named below, the Person Responsible and the Organization shall be jointly and severally responsible.
6. The User hereby agrees to indemnify, defend and save harmless the Town, its agents, servants, employees, assigns and independent contractors of and from any alleged negligence with regard to personal injury, death, or property damage that may arise as a result of User's rental of Town Park facilities.
7. User acknowledges and agrees that Town employees or agents shall be allowed physical access to the Town Park for Town purposes at any time during the rental period.
8. Issuance of this permit is exclusive to any other Town or county permits which may be required.
9. Proof of insurance coverage for the rental event may be required. Certificate of Insurance required for all organizations/corporations renting facilities.
10. Parks are open from 6:00 a.m. to 10:00 p.m., rentals beyond these times are not allowed.
11. Applicant must be 19 years or older.
12. Specific reservations must be made of exclusive use of ball diamonds.
13. No refunds for inclement weather or for cancellations less than 30 days prior to event.
14. It is your responsibility to monitor weather to insure your own safety – our shelters are not intended to protect you from severe weather.
15. Alcohol use is prohibited in the Town Park unless special permission is obtained from the Town Board under the provisions of §9.09(2) of the Town Code. This application for rental must be submitted to the Town clerk at least 5 days before the Town Board meeting to ensure review and approval by the Town Board for alcohol use. The Town Board requires an additional security deposit of \$50.00, if approval for alcohol use is granted. If applying for permission please complete page 3 of this form completely. Applicant must be 21 years or older for park rental with alcohol use.

RULES FOR USE OF TOWN PARK AND RETURN OF SECURITY DEPOSIT

(In order to receive a full refund of your deposit, you must do the following.)

1. Take down all decorations, staples, nails, tape, etc.
2. Sweep cement floors of shelter.
3. **All garbage and recyclable items must be placed in bags and removed from the park.** Please bring your own trash container and for large groups, please bring extra bags.
4. Return picnic tables to original locations.
5. Extinguish all charcoal prior to leaving park.
6. If you are concerned about the condition of the park when you first arrive, call and leave a message for the Park and Recreation Coordinator IMMEDIATELY at 262-364-7773. **DO NOT wait until after your rental is over.**
7. Radios, televisions and other amplified electronic equipment must be operated so as not to disturb use of park by others, see §9.09 of Town Code.
8. Alcohol use is prohibited unless written permission of the Town Board is granted. Possession or use of alcohol without permission will result in the loss of security deposit.
9. No parking on grass.
10. User/applicant must be at park facility during entire rental period and permit for use must be shown upon request.

**2010 TOWN OF DELAFIELD
APPLICATION AND RENTAL AGREEMENT FOR TOWN PARK FACILITIES**

SUBMISSION OF THIS FORM CONSTITUTES ACKNOWLEDGEMENT AND ACCEPTANCE OF THE CONDITIONS AND REGULATIONS WITHIN THIS APPLICATION AND AGREEMENT FOR PRIVATE USE OF TOWN PARK FACILITIES.

Applicant/Person Responsible:
 Name: _____
 Address: _____
 Phone: _____
 Email: _____
 Signature: _____ Date _____

Organization:** (If any)
 Company/ Organization Name: _____
 Address: _____
 Phone: _____ Cell Phone: _____
 Email: _____
 Authorized Signature: _____ Date _____

**Certificate of Insurance Required

Park Shelter Reservation

PARK REQUESTED _____ (Sport Commons, Elmhurst) **DATE OF PROPOSED USE:** _____
ESTIMATED NUMBER OF PEOPLE: _____
TIME OF PROPOSED USE: FROM _____ **TO** _____ (Include enough time for set-up and clean-up)

# OF PERSONS	Sports Commons/ Elmhurst	Non-Resident	Deposit	Alcohol Permit Deposit	Total
0 - 50 persons	\$50	\$20	\$50	\$50	
51-100 persons	\$75	\$20	\$50	\$50	
Over 100 persons	\$100	\$20	\$50	\$50	

Field Rental Reservation

DATE/TIME: (example) 6/20 / 6PM **Per Game Fee \$75 (Field Prep Included), Practice Fee \$50 – 2 Hours**

____ / ____ ____ / ____ ____ / ____ ____ / ____ ____ / ____
 ____ / ____ ____ / ____ ____ / ____ ____ / ____ ____ / ____
 ____ / ____ ____ / ____ ____ / ____ ____ / ____ ____ / ____
 ____ / ____ ____ / ____ ____ / ____ ____ / ____ ____ / ____

<i>Types of Fields available for rental:</i>	Specifications	Fee per Game	TOTAL Games	Fee per Practice	TOTAL Practices	TOTAL AMOUNT DUE** \$100 team dep.
Baseball Field	Base length					
Sports Commons	80', 90'	\$75		\$50		
Youth Baseball Field						
Sports Commons	60', 70'	\$75		\$50		
Softball Field						
Del-Town	50', 60', 65'	\$75		\$50		
Soccer Field						
Sports Commons	Grass field	\$10		\$10		
Skateboard Park						
Skateboard Area		\$10		\$10		

FIELD PREP:** Dragging, base positioning, and lining field per specifications given for team (weather permitting) *TEAMS:** Deposit of \$100 per team

Please return rental agreement with fees due to:
 Town of Delafield, N14 W30782 Golf Road, Delafield, WI 53018 **Approved By** _____ **Amount Paid \$** _____

**2010 TOWN OF DELAFIELD
ALCOHOL PERMIT FOR TOWN PARK FACILITIES**

**Request for use of alcohol under the provisions
of §9.09(2), Town of Delafield Code.**

Please submit this form with park rental agreement. This form will be forwarded to the Town Board separately from the main application for review and approval or denial; therefore, all areas must be completed.

(PLEASE PRINT)

DATE OF PROPOSED USE: _____ **TIME OF PROPOSED USE:** _____ **TO** _____

PROPOSED USE: _____

NUMBER OF PEOPLE (TOTAL): _____ **NUMBER 21 YEARS AND OVER:** _____

ALCOHOLIC BEVERAGES TO BE SERVED: _____

METHOD OF SERVING ALCOHOLIC BEVERAGES: (SELF-SERVE, BARTENDER, WITH MEAL, ETC.):

METHOD OF CHECKING IDS: _____

WILL THERE BE A CHARGE FOR THE ALCOHOLIC BEVERAGES? ___Y___N

IF YES, HAS A TOWN OF DELAFIELD ALCOHOL BEVERAGE LICENSE BEEN OBTAINED? ___Y___N

IF YES, LICENSEE, _____, **LICENSE #** _____, **EXPIRATION DATE** _____

WILL FOOD BE PROVIDED? ___Y___N

IF YES, PLEASE DESCRIBE? _____

IF YES, WILL THERE BE A CHARGE? ___Y___N

<p>Applicant/Person Responsible:</p> <p>Name: _____</p> <p>Address _____</p> <p>_____</p> <p>Phone: _____ Date of Birth _____</p> <p>Signature: _____</p> <p>Dated: _____</p>	<p>Organization: (If any)</p> <p>Name: _____</p> <p>Address: _____</p> <p>_____</p> <p>Phone: _____</p> <p>Authorized Signature: _____</p> <p>Dated: _____</p>
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FOR OFFICE USE ONLY

AGE VERIFICATION BY _____ **TOWN ALCOHOL BEVERAGE LICENSE CHECKED BY** _____

TOWN BOARD APPROVAL ___Y___N **DATE** _____, 20__