



PARK RESERVATION APPLICATION

Application Date: ___/___/___ Reservation Date: ___/___/___

4-hour time slot requested: _____ AM/PM to _____ AM/PM

- 6015 Glenwood Street ▪ Garden City, Idaho 83714 ▪ www.gardencityidaho.org
- Phone 208/472-2949 ▪ Fax 208/343-4026 ▪ odurfey@gardencityidaho.org

APPLICANT INFORMATION:

Name: _____

Company/Org: _____

Address: _____

City, State, Zip: _____

Office Phone: _____

Cell: _____

Email: _____

Fax: _____

Nonprofit No Yes (documentation required)

RIVER FRONT PARK - (610 E. 42ND STREET): LARGE SHELTER PICNIC AREA / 5 TABLES

PLEASE REMEMBER:

A park reservation guarantees only the shelter or section reserved will be available. It does not guarantee the water features will be on and operational.

Cancellations: Ten (10) days notice is required.

I have read, understand, and agree to reimburse the City of Garden City for cleanup and damages and abide by all park rules, regulations, and applicable city ordinances. Failure to operate within the guidelines may cause revocation of this permit. I also agree to indemnify and hold the City of Garden City and its employees harmless from any liability, loss, cost, or expense that I may incur while holding my function in a Garden City Park.

APPLICANT'S SIGNATURE: _____ DATE: _____

PARKS DEPARTMENT USE ONLY:

Parks Dept Approval: _____

Date: _____

GARDEN CITY MUNICIPAL PARKS FACILITY REGULATIONS

Valid permit must be posted for proof of reservation

Park Hours:

- ◆ Municipal parks shall be open from sunrise to sunset, with the following exceptions:
 - ❖ Events desiring to stay open past the designated hours must submit a written request to Garden City City Hall a minimum of 10 days prior to the event. The Public Works Director shall respond within 5 days as to whether or not the request will be granted.

Reservations of “For Profit” Not Allowed, Exceptions:

- ◆ No “for profit” activities will be granted a reservation without prior approval.
- ◆ The provision of this section does not apply to:
 - ❖ Fundraising sales and events hosted by local service clubs or groups such as: Elks, Kiwanis, Lions, Boy or Girl Scouts.
 - ❖ Any organization exempt from taxation as provided by 26 USC 501 and meeting all requirements for the exemptions provided by 26 USC 503.
 - ❖ Proof of tax exemption is required.

Shelters/Cleaning:

- ◆ Groups/individuals are responsible for leaving the shelters clean. Should a group fail to perform adequate cleanup or damage city facilities, the group will be billed for the actual city costs of cleanup and repair.
- ◆ Extra garbage bags will be in the bottom of each receptacle. Please tie the full bags and leave next to the receptacle.
- ◆ Use of nails or staples on tables or facilities is prohibited. Please remove all table coverings, tape, balloons, and signs.
- ◆ Each 4-hour time block includes setup and cleanup time. Please vacate by the end of your reservation time.
- ◆ Barbecuing is welcome.:
 - ❖ Please furnish your own barbecue and grease tray to be placed under barbecue to catch cooking oils and charcoal debris.
 - ❖ Please do not dispose of hot charcoal on lawn or in garbage cans.
 - ❖ Barbecues are not allowed on the concrete surfaces or sidewalks.
 - ❖ Please plan to transport your barbeque from the parking area - no vehicles are allowed on the sidewalks or on the grass without prior approval.

Equipment and Canopies:

- ◆ Additional fees are charged for large canopies, Astro-jumps, or any item that requires space outside the shelter, in accordance with fee policy.
- ◆ To prevent damage to the turf, Astro-jumps are not to be left on the grass for longer than 4 hours.
- ◆ Sandbags or weights are recommended for securing equipment and canopies. The use of stakes must have pre-approval by staff.

Park Restrictions:

- ◆ Must abide by all State, Federal, & City Rules, Laws, Regulations & Ordinances at all times
- ◆ No loud music
- ◆ No dunk tanks, slip ‘n slides, or water Astro-jumps
- ◆ No soliciting
- ◆ No alcohol without a city permit
- ◆ No glass containers
- ◆ No horses or other livestock
- ◆ No golf or archery
- ◆ No dogs off leashes; please pick up after your pet
- ◆ **NO VEHICLES ON GRASS**
- ◆ **DO NOT** use fields if wet or muddy

Thank you,

City of Garden City