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**City of Thorp Park Rental Agreement**

I, \_\_\_\_\_, hereby request the rental of the following park shelter (circle one):

- > Northside Park
- > Yellowstone Trail North (Large)
- > Yellowstone Trail South (Skating Rink)
- > Conway Park

for the following date(s): \_\_\_\_\_.

I understand that I must pay a \$25 rental fee plus a \$25 conditionally refundable security deposit per day. I agree to make reasonable efforts to keep the park facilities clean during my rental day including (but not limited to) placing all garbage in provided receptacles (if necessary full garbage bags may be left adjacent to the receptacles if they are securely tied shut), placing recyclable aluminum, glass, and plastic containers in the large green recycling containers with orange lids, and cleaning up food and beverage spills from picnic tables and shelter floors. I understand that subsequent to my rental day, city staff will inspect the park shelter and authorize a full, partial or no refund of my security deposit based upon the condition of the shelter. I also agree that I, and my entire group, shall abide by the park use regulations and guidelines on the back of this page:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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

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

\_\_\_\_\_

*For Office Use Only*

Delinquencies:  None  Yes, must pay \$\_\_\_\_\_. before renting park shelter. When paid, please attach a copy of the receipt to this document.

Park Rental Fee& Deposit Paid?  Yes \_\_\_\_\_ Date received: \_\_\_/\_\_\_/\_\_\_\_\_

DPW Staff Recommends: Full Refund\_\_\_ Half Refund\_\_\_ No Refund\_\_\_ Deposit returned:  Yes \_\_\_\_\_

## City of Thorp Park Rental Regulations and Guidelines

- **Park Hours are 6:00am to 11:00pm**
- **Pets must remain on leashes and under the control of the owner at all times; pet waste must be picked up**
- **No posting of materials on trees or structures**
- **Throwing of stones and missiles prohibited**
- **Removal of or damage to park equipment is prohibited**
- **The making of fires except in personal grills and designated fireplaces is prohibited**
- **No person shall kill, injure or disturb or attempt to injure or disturb wild or domestic animals within the parks**
- **No person shall climb any tree or structure, remove flowers, vegetation or fruit or cut down, break, or injure any tree, vegetation, or landscaping within the parks**
- **Motor vehicles are prohibited within parks except in designated parking areas or on a public roadway**
- **Digging or disturbing of turf or soil is prohibited**

## Guidelines for Use of Park Shelters and Pavilions

- **Most pavilions are equipped with tarps that can be unrolled to create barriers from sun, wind or rain. If you unroll the tarps, you are expected to roll them back up and secure them properly when you leave the pavilion**
- **If the pavilion you're using is equipped with lights, please be sure they are shut off before you leave for the day**
- **Use of electricity in the pavilions is allowed with paid rental. Use of cookers, roasters, and crock-pots is allowed, but please distribute them among various outlets to prevent electric outages. If a circuit breaker is tripped, the City cannot guarantee it can be turned back on.**
- **Large quantities of water for cooking and washing are not available at the parks. If you do use faucets, please be sure they are turned off when done.**
- **Garbage and recycling containers are emptied each weekend morning by 10:00am. If you find the park in disarray or garbage containers full please contact the on-call city staffer at (715) 512-0319.**
- **Your paid park reservation qualifies you for private, peaceful use of the specified park pavilion only. The City of Thorp cannot and will not exclude members of the public from using other portions of the park such as play equipment, trails, benches, and green spaces.**