



Facility Reservation Form

Please complete all relevant information below and submit to City Hall with payment (if applicable).

Name of Event Holder: _____
Contact Person: _____
(name) (phone)

Type of Event: _____

Event Date: _____

Event Start Time: _____ Event End Time: _____

Event Location: North Park Shelter Multi-Purpose Center Other (describe location below)

Other Location: _____

Office Use Only: Fee Required: Y / N Fee Paid: Y / N Date Rec'd: _____ Added to calendar by: _____

Fees (due at time of reservation):

North Park Shelter Rent: \$40

Multi-Purpose Center Rent: \$45 seating area only, \$75 kitchen and seating area

I understand that any excessive cleanup or damage repairs as a result of my event may be billed to me.

Signature of Applicant: _____ Date: _____