MT. VERNON PARK & RECREATION DEPARTMENT
REQUEST FOR THE USE OF FACILITIES

Shelter #1 ( ) **Shelter #2 ( )**

Date of Activity _____From_____To_____

_____
Requesting Person, Group or Organization

Purpose for use of facility (i.e.: birthday, cookout, etc)_____

Approximately how many persons will be present? _____(Adults & Children)

I certify that I am authorized by the organization or group to execute this contract in its behalf and that the person or organization below agrees to pay the following designated fees, also will assume direct responsibility for all action and behavior of all persons at the facility during the time of the activity. Further, the undersigned organization or group does hereby agree to indemnify and save the Mt. Vernon Park & Recreation Department, Park and Recreation Board Members, and all voluntary personnel, harmless as a result of any and all claims or demands for personal injury or property damage arising out of or in anyway connected thereto, the use of the premises by the undersigned organization or group.

_____ _____ _____
Today's Date Signature Phone #

_____
Address

Person in charge of activity if other than yourself_____
Print Name Phone #

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USE OF FACILITY FEE REQUIRED – SHELTER #1: $30.00
SHELTER #2: $15.00
(due one week prior to reservation date)

Total Received $_____
Receipt #_____

The organization, group, or person requesting use of facilities will be responsible for cleaning up after the activity. The Parks Dept has approved use of the facility. If you decide to cancel you MUST notify the Parks office (Mon.– Fri.) at 838-3691 or Brittlebank swim pool at 838-4586. Notification must be made at least 1 hour before opening time. If no notification is received, then the above person, group or organization will be responsible for the facility fees.

DATE_____BY_____
(Fees effective February 19, 2010)