

COTTER CITY PARK

FACILITIES RESERVATION FORM

Name of Company or responsible person: _____

Today's Date: _____

Mailing Address: _____

Phone #: _____ e-mail address: _____

Facility Requested: **please circle one:** **Pavilion** or Gazebo or Both

Date of Rental: _____ Hours of Use: All Day

Number Attending: _____ Electricity: YES NO

Rental Amount: \$ _____ Date Paid: _____ Received By: _____

Deposit Amount: \$ _____ Date Paid: _____ Received By: _____

Special Notes: _____

I understand the private use of Park Facilities is a privilege and hereby agree to abide by all park rules and regulations. I further understand that in the event I leave the facility in a condition requiring cleaning and/or repair by City employees I will forfeit my deposit and agree to pay to restore the facility to a condition equal to that when rented.

Signature of Responsible Party: _____

Acceptance of Payment By: _____

Facility Inspected By: _____

Deposit Returned or Shredded: Date: _____ Amount: _____ By: _____

(Cleaning deposit is refundable if the facility is left clean & if the electricity (if used) is turned off.) This Form serves as your reservation. If there happens to be another group using the facility when you arrive, you may show them this form and ask them to vacate or you can share if you don't need the whole space.

Thank you and we hope you enjoy your time at the beautiful White River in Cotter!