

# CITY OF SWISHER RESERVATION FORM



Name of Renting Group/Individual: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Date of Use: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Type of Activity: \_\_\_\_\_

LARGE SHELTER \_\_\_\_\_

CONCESSION/KITCHENETTE \_\_\_\_\_

SMALL SHELTER \_\_\_\_\_

BALL DIAMOND \_\_\_\_\_

LIGHTS \_\_\_\_\_

SCOREBOARD \_\_\_\_\_

**FEES:** \$20 for large shelter, \$10 for small shelter, \$25 if use ball diamond lights or scoreboard.

**Reservations are not approved until a phone call or email is received from Swisher City Hall.**

## PARK RULES & REGULATIONS

- Key to Concession stand/park equipment
- Park reservations are made on a first come first serve basis.
- Additional tables and chairs may be brought in—provided they will not damage the park.
- Smoking is prohibited in all City facilities and parks
- After use, pavilion area, concession/kitchenette and bathrooms must be cleaned from your use.
- All trash is to be placed in bags and put in dumpster prior to departure. (key for dumpster is on outlet in kitchen area)
- Be responsible for any equipment used by you and your group which is Park owned. Return equipment to appropriate place and lock concession stand when leaving the park.
- City park closed at 10:30 p.m.
- All other park and police rules must be obeyed.
- Return the key the same day as reservation date in the City Hall door slot.

## BALL DIAMOND USAGE

- City Maintenance Staff will mow diamond once a week.
- Applicant is responsible for preparation of the field.
- Applicant is responsible for keeping the restrooms in a clean manner, leaving the park in an orderly fashion, picking up litter, etc.
- Applicant will be responsible for any equipment that is Park owned and return equipment to appropriate place, lock concessions stand area, and turn off lights when leaving.
- No pets on the fields.
- Park closes at 10:30 p.m. and lights must be turned off by then.

**NO FIREWORKS OR ROCKETS ARE TO BE SET OFF IN CITY PARK OR BALL DIAMOND!**

**RESPECT the boundaries of the park and ball diamond and DO NOT TRESPASS onto adjoining properties.**

I have read and understand City of Swisher's rules, regulations and policies for usage of shelters and ball diamond. I agree to abide by all city rules, regulations and policies; local, state, and federal laws. To the fullest extent of the law, I agree to defend, pay on behalf of, indemnify, and hold harmless the City of Swisher, its elected and appointed officials, employees and volunteers, and others working on behalf of the City of Swisher against any and all claims, demands, suites, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from the City of Swisher by reason of personal injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with the shelter or ball diamond rental.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

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Key#: \_\_\_\_\_

Fee Paid: \_\_\_\_\_

Form of Payment: \_\_\_\_\_