

CITY OF CASEVILLE

PARK REQUEST FORM

The City of Caseville is proud of its City Parks. We encourage local residents to host family get-togethers and club meetings in our parks. The picnic tables are not to be borrowed, they stay in the pavilions. Alcoholic beverages are not allowed at any of the City's recreation areas. The parks close at 10:00 P.M.

It is recommended that the applicant arrive early on the date of the rental to insure the availability of the facility. The applicant may pick up a key for the Recreation Building at the City Office during regular office hours. A fee of **\$50.00** (for Caseville City residents with \$25.00 refundable) and **\$75.00** (for non-residents with \$25.00 refundable) will be required when the key is picked up. Upon your arrival at the park, the Picnic Area and Restrooms will be clean and ready for use. You will need to bring your own garbage bags and supplies to leave the facility as you found it.

When you are finished, take any garbage bags with you, turn out the lights and lock the Recreation Building if used. \$25.00 of your fee will be refunded if the area and/or the recreation hall are clean and in good order and key is returned after your event. (DPW Sup't makes that determination.) Damages resulting from the misuse of the park equipment during your rental date will be billed to the name listed on the request form. (No nails or staples for signs or other use is allowed)

PARK REQUEST FORM

Caseville City Hall - 6767 Main, Caseville, MI 48725-1049 (989-856-2102)

TODAY'S DATE: _____ Fee of \$ _____ received.
Ck# _____ or Cash

Facility requested: ☐ DiVincentis (Building & Pavilion)
☐ Breakwall Pavilion

Date Park Requested: _____

Time Requested for Use: _____

Organization or Family Requesting Use: _____

Contact Person responsible for keys: _____

(Signature)

CONTACT PERSON MUST BE PRESENT AT EVENT

Name _____

Mailing Address _____

City: _____ State: _____ Zip: _____

Phone: (____) _____ Are you the person paying deposit ☐ Y ☐ N

Received by: _____ Date: _____

DPW Inspection Sign Off _____

Key Returned Y or N