



CITY PARK PAVILION *Rental Obligation Form and Rules*

\$50 Rental Fee Per Day + \$100 Refundable Maintenance Fee

Date of Rental: _____ Event: _____

1. The Leonard City Park closes at 10:00 p.m.
2. You will be held legally responsible for the behavior and actions of your guests and any damages that occur to the City Property while in your care.
3. The consumption or presence of alcoholic beverages in any form is **strictly prohibited**.
4. Use or possession of any glass beverage container is **strictly prohibited**.
5. The noise ordinance is in effect at all times.
6. No motorized vehicles of any kind may be used on the walking trails.
7. No swimming allowed in the lake. Only non-motorized watercraft allowed on lake.
8. If you bring decorations, you are responsible for the removal of said decorations and all personal property brought to the park.
9. All trash or waste should be placed in the appropriate container.
10. Do not climb on, hang from, damage or alter the Park Pavilion in any way.
11. Please ensure that all lights and water faucets are turned off after your event and before you leave for the evening.
12. Be advised that the Dog at Large Ordinance is in effect at all times. *Ordinance 90.17*
13. There is a \$100 refundable fee which will be returned after the premises are inspected by City personnel to ensure that you cleaned the pavilion area and have left it undamaged.
14. Two business days cancellation notice is required to qualify for rental fee refund.

I, the undersigned, understand and agree to abide by the rules and regulations listed above during my rental of the City Park Pavilion. I understand and agree that I will be held liable for any and all damage, destruction or property removed by me or any of my guests during my rental of said property. I also understand and agree that the City of Leonard, nor any of its employees or representatives shall be held responsible should I or any of my guests be injured during my rental.

Signature Date

Printed Name: _____

Address: _____

Phone Number: _____

Email (optional): _____

Reservation

Deposit Received By: _____ Date: _____ Amount: _____

Rental Fee Received By: _____ Date: _____ Amount: _____

Work Orders

Prepare Facility: # _____ Date: _____ Check Facility: # _____ Date: _____

Refund

Deposit Refunded By: _____ Date: _____