



Town of Parker Parks and Recreation

Park Shelter Rental Request

- Picnic shelter permits are required for any planned event of 15, or more, participants at any shelter/pavilion.
- Organizations/businesses must obtain a permit prior to using shelters.
- Depending on the scope and attendance of the activity, a community events permit may be required.
- Rental requests will be accepted Dec. 1 for the next year.
- Payment is due at the time of reservation.

Park Shelter reservation requirements:

Contact Name: _____ DOB: _____ Phone: _____ Date: _____

Address: _____ Email: _____

Organization: _____ 501(c)3 Status: Yes: _____ No: _____

Purpose: _____ Projected Attendance: _____ Items for Sale, if any: _____

Add Ons (i.e. Bounce House, Tents): _____

ADDITIONAL NEEDS? COMMENTS: _____

Rental Request:					
(2-hour min. for all shelter rentals. The time listed below should include move-in/move-out time)					
Facility: _____	Date: _____	Start Time: _____	End Time: _____	Office Use:	<input type="checkbox"/> In
Active					
Facility: _____	Date: _____	Start Time: _____	End Time: _____	Office Use:	<input type="checkbox"/> In
Active					

CONCESSIONS: Unless otherwise indicated, all concession rights will be retained by the Town.
ALCOHOL: Consumption, sale and possession is strictly prohibited.

Facility Information-Hourly Rates Listed:	
Rates apply for the following designations: Non-Profit (NP), General Public (GP) and For-Profit (FP)	
Auburn Hills (11682 Bradbury Ranch Rd.) <input type="checkbox"/> Pavilion (\$12/NP, \$15/GP, \$20/FP) Bar CCC Park (10951 S. Twenty Mile Rd.) <input type="checkbox"/> Pavilion (\$15/NP, \$18/GP, \$25/FP) Discovery Park (20115 E. Mainstreet) <input type="checkbox"/> Plaza (\$30/All Users) <input type="checkbox"/> Stage (\$40/All Users) McCabe Meadows (19700 Indian Pipe Ln.) <input type="checkbox"/> Pavilion (\$12/NP, \$15/GP, \$20/FP)	O'Brien Park (10795 Victorian Dr.) <input type="checkbox"/> Gazebo (\$15/NP, \$18/GP, \$25/FP) Railbender Skate and Tennis Park (10533 Twenty Mile Rd.) <input type="checkbox"/> Park Pavilion (\$12/NP, \$15/GP, \$20/FP) Salisbury Equestrian Park (11920 Motsenbocker Rd.) <input type="checkbox"/> West Pavilion (\$12/NP, \$15/GP, \$20/FP) <input type="checkbox"/> East Pavilion (\$12/NP, \$15/GP, \$20/FP) Tallman Meadows (12335 Canterbury Parkway) <input type="checkbox"/> Pavilion (\$15/NP, \$18/GP, \$25/FP) <input type="checkbox"/> Electricity - \$5

Once approved, remit Payment/Insurance to:	Office Use Only	
Town of Parker Parks, Recreation & Open Space CO/Bob Bullock 18700 E Plaza Drive Parker, CO 80134	Payment Information: Amount: _____ Payment Method: _____ Date Paid: _____	Insurance/Release of Liability Insurance is: <i>Not Necessary:</i> _____ <i>Necessary:</i> _____ <i>Received:</i> _____

Contact Bob Bullock at 303.805.6311 or Bbullock@parkeronline.org for questions.

Agreement:

Acceptance of the application, payment of the fees, and the renting of the field, denotes your acceptance of the terms and conditions of this agreement in lieu of a signed document.

General Policies:

1. Renter is responsible for inspection of the premises prior to the scheduled event, and acknowledges by holding the event that the premises are safe and reasonably suited for the purposes of the permit. Should renter deem the facility is unsafe, the renter shall immediately contact the Parker Recreation Division, and the use of the facility will be terminated.
2. Renter takes full responsibility for all accidents, injuries, damages or loss of property, including personal and Town of Parker property that occurs during the rental period.
3. The facilities covered by this permit shall be left in a clean and orderly condition. A rate of \$40/hr./staff member, will be charged to the renter, should clean-up be required.
4. Renter may not sell or authorize the sale of food or concession items without the prior written consent of the Parker Recreation Division.
5. The transfer of the permit is prohibited, and may be used only by the group or individual to which it was issued.
6. The Town of Parker is not responsible for any belongings of persons using the facility. Any property left on premises by the renter shall be deemed abandoned and become property of the Town of Parker. The Town of Parker shall not be liable for any loss or damage to such property.
7. Activities deemed unsafe by the Town of Parker will not be allowed. Renter must notify the Town of Parker of any activities that would be outside of typical ball field usage.
8. The renter will be responsible for the behavior of participants and guests. If the Town deems behavior inappropriate, the renter will cease and desist from continuing such objectionable use and surrender the premise forthwith upon demand of the Town.
9. All unrented portions of the facilities shall be kept unobstructed by the renter.
10. The Town of Parker reserves the right to employ security measures as the Town deems appropriate, at the renter's expense.
11. The Town of Parker may schedule other events in other parts of the facilities not included in the permit.
12. No alcohol is permitted.
13. Motorized vehicles are restricted to parking lots and streets. Speed limit in park streets and lots is 15 mph.

14. Any unreasonable loud or unusual noise, which seriously inconveniences other persons in the area, shall be prohibited.

15. All pets must be on a leash.

Payments:

1. All payments must be made at the time of the reservation unless other arrangements have been made.
2. Cancellation must be made at least 7 days in advance to receive a full refund, less a \$5 processing fee. No refund will be made inside that 7-day period.
3. The Town of Parker reserves the right to cancel this agreement upon a 48-hour notice to the renter, or in case of an emergency, when as much notice as possible will be given and a full refund granted.
4. The Town of Parker reserves the right to cancel this agreement immediately with no refund in the event that the renter fails to adhere to the above policies.

Insurance and Indemnification:

1. Renter agrees to provide a certificate of insurance for Commercial General Liability insurance in the amount of at least \$1,000,000 per occurrence that lists the Town of Parker as an additional insured. The insurance provisions herein may only be waived by the Town in consultation with the Town's Risk Manager.
2. Renter shall indemnify and hold harmless the Town of Parker, its officers, agents and employees, from and against any and all loss, liability or damage arising out of renter's use of the facility, including all costs, expenses and attorney fees incurred in defending any claims arising out of the use thereof, except to the extent that the injuries or damages resulting in such losses or liabilities arise by reason of the negligence of the Town of Parker.
3. The renter takes the facility as renter finds it and voluntarily assumes all risk of loss, damage, or injury (including death), that may be sustained by renter or any property of any of the undersigned while in, on or upon said facility.
4. The renter shall fully comply with all applicable state laws, Town ordinances, Parks and Recreation rules, and these policies. Renter shall abide by any local, state, and federal public health orders instituted during the term of this rental agreement intended to prevent the spread of COVID-19. Failure to abide by such requirements shall result in immediate termination of the agreement.