

Shelter Rental Request Form

Fill in Form with all Required Information | Print and Return To:

Parks & Recreation Office, 2707 Arena Drive NE, Willmar

Phone: (320) 235-1454 | Email: parksandrec@willmarmn.gov

Today's Date: _____

Applicant Name: _____

Representing: _____

Address: _____ City: _____ Zip: _____

Email Address: _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

Date of Event: _____ Time of Event: _____

Type of Event: _____ Estimated Attendance: _____

To reserve a Shelter, please mark your 1st and 2nd choice using numbers 1 & 2

Robbins Island Enclosed Shelters

____ Guri Endresen Shelter ____ Leaf Shelter ____ Green Shelter

____ Hilltop Shelter

Rice Park Shelter

____ Rice Park Shelter

If you have chosen one of the Enclosed Shelters above, the following information must be completed:

Time you want shelter unlocked [no earlier than 8 am]: _____

Time you want shelter locked up [no later than 9 pm]: _____

Robbins Island OPEN Shelters

____ Open Shelter #1 ____ Open Shelter #2 (no electricity) ____ Lion's Shelter (no electricity)

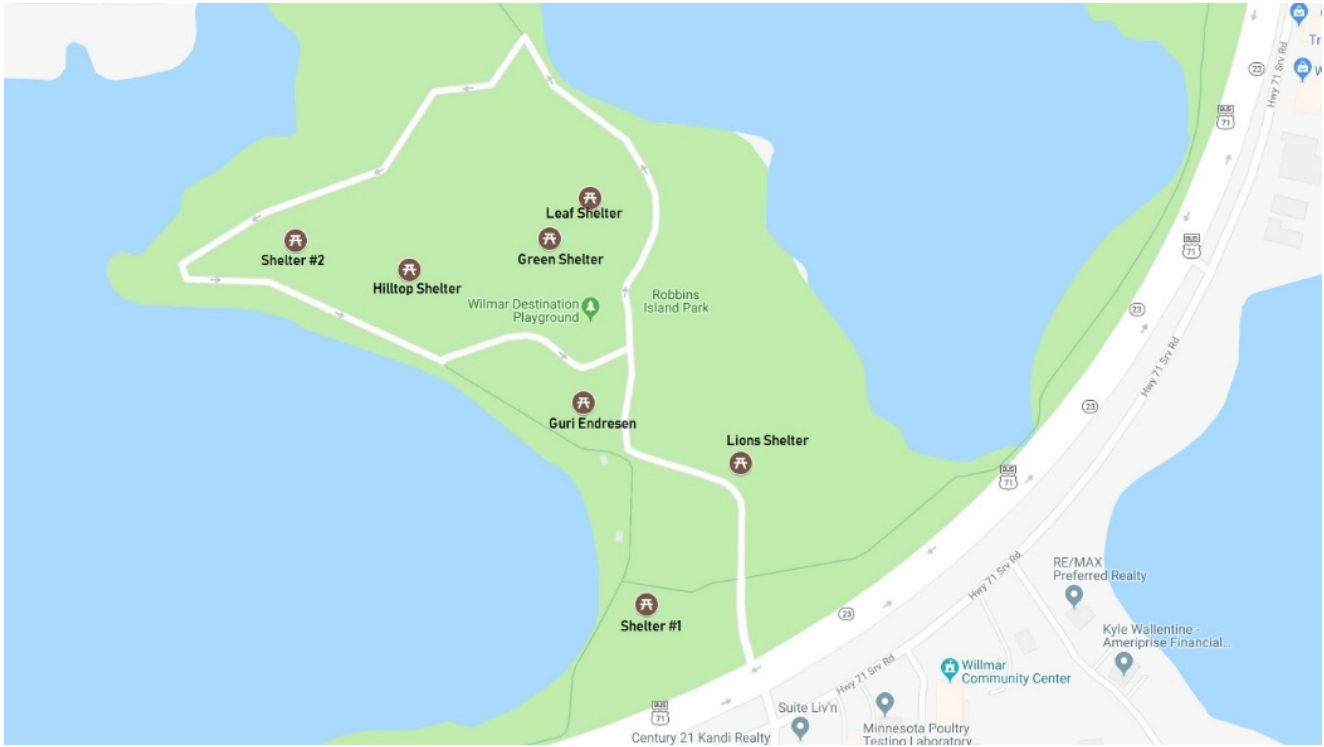
SHELTER	RATE	TOTAL
Enclosed Shelter [Guri, Leaf, Green, Hilltop and Rice Park]	\$110	_____
Open Shelter #1	\$40	_____
Open Shelter #2 or Lion's Shelter	\$30	_____
Total Amount Due		_____
Comments		

No alcoholic beverages are permitted in the park.

Additional Details:

Except for Lion's Shelter and Open Shelter #2, all shelters have limited electricity for crock pots and coffee pots. Use of roasters may overload the circuit. If a roaster is used, that must be the only item plugged into the outlet. Shelters must be paid at the time of the reservation. If you cancel, there is a \$10 cancellation fee for cancellations made a week or more in advance. If you cancel the week of your event, there is a \$20 cancellation fee.

[ROBBINS ISLAND SHELTER MAP](#)



[RICE PARK SHELTER](#)

