

Village of Fowlerville

213 S. Grand Avenue
 Fowlerville, Michigan 48836
 Phone (517) 223-3771 Fax (517) 223-7435
 www.fowlerville.org



Village of Fowlerville Community Park Pavilion Rental Request

Permit # _____

Large Pavilion Special Event Rental Permit

NON-EMERGENCY number for event: Monday-Friday 8AM – 5PM 517-223-3771; after regular business hours and weekends, 517-712-2478.

To be completed by applicant:

Applicant Name:	Today's Date:
Applicant Address:	
Applicant Mailing Address:	
Applicant Phone #:	
<input type="checkbox"/> PROOF OF RESIDENCY WITHIN THE VILLAGE OF FOWLERVILLE: You are considered a resident of the Village if you live within the Village limits and/or pay Village Taxes. Please provide a copy of your State ID/Driver's License.	
Date of Event:	
Purpose of Event: (use a second page, as need, for layout):	

	RATE		
	Non-Resident	Resident	Electricity
Large Pavilion Community Park (Groups of 75+)	\$200/Day	\$175/Day	\$10

\$100 Security Deposit (refundable)

NOT VALID WITHOUT A PAID RECEIPT, PERMIT NUMBER, and APPROVAL VILLAGE OFFICIAL SIGNATURE

TERMS OF AGREEMENT

This permit authorizes a special group activity event at the above specified park and pavilion for a total fee of:

\$ _____ /Day as approved on (date) _____

I understand that by signing this document, I certify that I am responsible for said group and group activity event. I also understand that the rental/permit fee is NON-REFUNDABLE.

I understand that should there be any damage to the property caused by said group, I am responsible for full repair or replacement costs of damaged property. If the Village should be required to clean the site, I shall forfeit my \$100 security deposit. I further certify that I have read and understand the pavilion rental policies listed on the reverse and agree to abide by said policies.

HOLD HARMLESS CLAUSE AND INSURANCE REQUIREMENTS

The Village of Fowlerville assumes no responsibility for any damages, loss of property, injuries and/or sickness incurred by me or any accompanying persons as a result of using this facility and grounds. I agree to defend, pay on behalf of indemnify and hold harmless the Village of Fowlerville, its elected and appointed officials, employees, volunteers and other working on behalf of the Village of Fowlerville against any and all claims, demands, suits or loss that be connected in any way to the use of this facility. The Village reserves the right to deny any applicant use of the facility based on the type of activity or liability exposure.

A Certificate of Liability Insurance is required for additionally insured.

Your signature affirms that you are the person named on this contract, that you have read this contract and that you are at least 18 years old.

Applicant Signature: _____ Date: _____

Village Official Signature: _____ Date: _____

Conditions: _____ APPROVED DENIED Receipt #: _____

Park Pavilion Rental Policies

(75+ people)

- Pavilion rental entitles you to use the pavilion for one day: Park hours are 6AM to 9PM
- A \$100 security deposit is required for pavilion rentals. This deposit is refundable and returned once it has been determined that the pavilion has been left in satisfactory condition and that the group complied with park rules and the Village Code of Ordinances.
- Trash receptacles are provided. Please clean up after use. Remove all tape, thumbtacks, decorations, garbage, and debris from the area. **Security Deposits are returned only if the pavilion site has been determined to be cleaned, garbage/rubbish removed, and the site left in satisfactory condition.** Damages or improper clean-up will be charged to the rental party. The site will be inspected by Village Staff.
- The Fowlerville Community Park is a public park and may have multiple events taking place on the same day as your event. You will not be notified of changes and/or additions to the Village's calendar of events. You are responsible to call the Village offices periodically for updates.
- The Village of Fowlerville cannot guarantee that someone will not use the area prior to your group. Please be prepared to wipe down or cover picnic tables, if needed. If there is a major issue with the site due to previous use, please contact Monday-Friday, 8AM – 5PM 517-223-3771, after regular business hours and weekends, 517-712-2478.
- The Large Pavilion at the Community Park has electrical outlets available for an additional charge and are only serviced for 120 volts/20 amps. Please refrain from plugging more volts/amps than the electrical plugs can services. If power breakers are tripped due to overuse of volts/amps and a service call is required for maintenance, **this will result in a loss of your security deposit.**
- Portable toilets are provided for the general public users of the park and its amenities. Additional portable toilets, or an extra cleaning of the park's portable toilets, may be needed. The Village of Fowlerville Council will consider your request and security provisions to ensure all park users are provided with adequate conditions.
- The Village of Fowlerville must have a copy of the liability insurance, naming the Village of Fowlerville as "Additionally Insured" before the event takes place. (Please refer to provided sample)
- Paved parking is available as well as designated sites on gravel areas. There are no reserved parking spaces for pavilion rentals.
- Park rules are posted on signs in the park. All Park rules and regulations must be followed at all times. If you have any questions regarding the rules, please call the Village of Fowlerville Municipal offices prior to your event.
- The pavilion rental permit will be issued after it is reviewed and approved by the Village of Fowlerville Council. You must bring the pavilion rental permit to the pavilion on the reserved rental date as proof that the pavilion has been rented to your group.
- For cancellations, full refund of the rental, less \$4.00 processing fee will be issued if the Village office is notified within a minimum of 14 days prior to the reservation date. Notices given less than 14 days will be refunded 40% upon notification. Refunds for cancellation and/or security deposits will be provided the month following the date of the event or cancellation. There are no refunds given due to rain or poor weather conditions.
- Alcoholic beverages are not permitted.
- Feeding the wildlife is not permitted.
- Golf practice is prohibited.
- Violation of any of the above rules/policies shall be just cause for immediate termination of your permit and removal from the park.

Applicant signature: _____ Date: _____

Village Official Name: _____ Date Deposit/Fee Received: _____

Village Official Signature: _____ Permit Application #: _____