



LADYSMITH PARK RENTAL AGREEMENT

1. Rentals are for use on the day of rental only. Do not bring items early, as pavilions or amphitheater may be rented by others.
2. Payment: Payment in full required to make reservation. No refunds for cancellations within 15 days before the event.
3. Tax Exempt Form is Required for Tax Exempt Organizations or tax will be assessed. Non Profits must provide 501(c)(3) Form from IRS.
4. Park in designated parking areas, not on the grass or basketball courts! Park closes at 11 PM.
5. The use of nails, staples, tacks or screws on park pavilions is prohibited.
6. Garbage should be bagged, closed and left inside pavilion.
7. Due to underground utility wires, no signs, stakes, etc should be put in the ground.
8. **Pavilions may be rented January 1st for the current calendar year only.**

Initial next to each of the pavilion rental agreement conditions!

Circle Name of Park Requested: Memorial Park / OJ Falge Park **Reservation Date:** _____

Name of Pavilion/Amphitheater Requested (*See website for specific pavilion information*): _____

Name _____ Event Description _____

Address _____

City _____ State _____ Zip _____

Telephone Number _____ Cell Number _____

Signature _____ Date _____

Payment Method: cash / check / credit card Payment Date: _____

Type of Pavilion/Amphitheater	Fees for Pavilion/Amphitheater	Tax	Total Fee With Tax
FOR PROFIT/PRIVATE GROUPS PRICING:			
Kitchen Pavilion Rental	\$85.00	\$4.67	\$89.67
Non-kitchen Pavilion/Amphitheater Rental	\$25.00	\$1.38	\$26.38
NON-PROFIT PRICING - IRS 501(c)(3) Form Plus Tax Exempt Form Required:			
Kitchen Pavilion Rental: Mon-Thursday	\$55.00	N/A	\$55.00(No Tax)
Kitchen Pavilion Rental: Friday - Sunday	\$85.00	N/A	\$85.00(No Tax)
Non-Kitchen Pavilion/Amphitheater Rental: Monday - Thursday	\$15.00	N/A	\$15.00 (No Tax)
Non-Kitchen Pavilion/Amphitheater Rental: Friday - Sunday	\$25.00	N/A	\$25.00 (No Tax)

Office Use Only: Sign made Key # _____ Date Key Returned: _____