

**City of Vincent
Park and Recreation
APPLICATION & REQUIREMENTS**

Please circle appropriate facility:

Municipal Park Pavilion Gorman Park Pavilion Baseball Fields Football Field Other: _____

Date of Function: _____ Time: _____

Circle the day(s) needed and indicate the time. (Please include any preparation and clean-up time)

Sunday Monday Tuesday Wednesday Thursday Friday Saturday

Organization/Person Making Application:

Name: _____

Address: _____

Email: _____ Telephone #: _____

Purpose of Facility Use (be specific): _____

Expected Attendance: _____

.....

In making this application, my organization or I acknowledge(s) that we/I understand all of the attached rules and regulations and insure that all invitees shall abide thereby and will indemnify and hold harmless the City of Vincent from and against any and all claims, demands, suits, damages and liability and expenses arising out of any act or omission which might occur during the use of the park property.

The City of Vincent reserves the right to refuse the use of the park pavilion to any individual, commercial or civic group whose activity it deems to be inappropriate to be conducted in a public-owned facility.

Signature of Applicant

Date

.....

Contact Information

City Hall

Office Hours: Monday – Friday 8:00 – 12:00; 1:00 – 4:30

Office Number: (205) 672-2261 Fax: (205) 672-7622

After Hours

Shelby County’s Sheriff’s Office (205) 669-4181

*****Office Use Only*****

Application Received By: _____

Date: _____

RULES AND REGULATIONS FOR PARK USAGE

1. Only adults (age 21 or older) will be allowed to reserve the facilities. The person signing shall be considered the responsible party.
2. The responsible part shall be responsible for the cleanup of the contracted area and will be liable for any damaged, lost or stolen items.
3. No pets of any kind are allowed in the park; exception, service animals.
4. No alcoholic beverages, tobacco products, smoking, loud music and/or loitering is allowed.
5. Appropriate attire shall be worn at all times.
6. The responsible party shall place all garbage in the dumpsters at the end of the event.
7. Applicable to field lights only: Usage requires the approval of the Park and Recreation Board.
8. Any damage to facility or equipment must be repaired or replaced within a reasonable time period deemed by The City of Vincent. Failure to clean facilities may prohibit future use of facilities.
9. Parking allowed only in designated areas.
10. A usage fee of \$25 is due at the time of rental with the exception to organizations with proof of 501 (C) 3 designation.

Signature of Responsible Party

Date