



1013 N. LONG DRIVE
 SYRACUSE, IN 46567
 574-457-3440

Park Reservation Form

Date of Rental: _____ Time of Rental: **ALL RENTALS ARE VALID FROM 8AM-8PM**

Event Name: _____ Estimated Attendance: _____

Contact Person: _____

Address: _____ City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____ E-Mail: _____

<u>FACILITY</u>	<u>RATE</u>	<u>ACTIVITY</u>
____ PAVILION – LAKESIDE PARK	\$ 50 (DAILY)	____ REUNION
____ GAZEBO – LAKESIDE PARK	\$ 50 (DAILY)	____ PARTY
____ GAZEBO - EVENING PRIOR	\$ 15	____ WEDDING
____ PAVILION – WARD PARK	\$ 35 (DAILY)	____ PICNIC
____ PAVILION – VETERAN'S MEMORIAL	\$50 (DAILY)	____ OTHER (please specify)
____ *ELECTRICITY	\$ 10	_____
*Electricity is for amplification of sound or use of other temporary powered devices		

TOTAL DUE: _____

Rental fees must be paid in full at least 2 weeks prior to the reservation date. **Rental fees include a 4.5% transaction charge that is non-refundable.**

- PARK RULES AND POLICIES**
1. Facilities must be left in good condition. If carelessness or vandalism is involved, the renter may be billed for damages.
 2. No alcoholic beverages are allowed in the parks.
 3. No pets are allowed in the parks.
 4. No motorized vehicles are allowed in the parks.
 5. Trees, shrubs, and flowers are not to be disturbed.
 6. Food, drinks, and picnic tables are not allowed in the Gazebo.
 7. Advertisements inviting the public to attend a function are not allowed without special permit.
 8. Flyers and handouts are not to be distributed in the park.
 9. Decorations may not be tacked or nailed to the Gazebo or Pavilions, trees, or any of the facilities. (Tape or String may be used.) Decorations and equipment are not to be left in the park past the reservation date.
 10. Banners and posters may not be posted without special permit.

Waiver of Liability

I agree to indemnify and hold the Town of Syracuse and the Park Board harmless from any and all liability to any person for damages and claims for damages to person(s) or property resulting from any acts done on the park premises by myself or any other person coming or being on the park premises by the invitation or license of myself, express or implied.

The above park rules and waiver of liability are understood and agreed to by the individual/group requesting use of the above facilities:

Signature: _____ **Date:** _____

AMOUNT PAID: _____	DATE: _____	RECEIPT NUMBER: _____	RECIEVED BY: _____
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