Kindleberger Park Reservation Form

Area of park to be reserved:

___Sunken Gardens/Gazebo ($200 non-resident/$100 resident)(3-hour block), non-refundable)(deposit required)

___Stage ($300 non-resident/$150 resident)(3-hour block)(deposit required)

___Lower Softball Fields ($25 non-resident, $10 resident)

___Tennis Court 1 ($25 non-resident, $10 resident)(1-hour period)

___Tennis Court 2 ($25 non-resident, $10 resident)(1-hour period)

___Picnic Pavilion 1 ($100 non-resident/$50 resident for 4-hour block)

___Picnic Pavilion 2 ($100 non-resident/$50 resident for 4-hour block)

___Picnic Pavilion 3 ($100 non-resident/$50 resident for 4-hour block)

___Picnic Pavilion 4 ($100 non-resident/$50 resident for 4-hour block)

___Picnic Pavilion 5 ($100 non-resident/$50 resident for 4-hour block)

Name: _____ Phone: _____

Address: _____

Email: _____ Alt. Phone: _____

Date of Event: _____ Time: _____

How many attendees do you anticipate at your event? _____

Will there be music as part of your event? _____

Name of DJ, Musical Performer, Sound Technician: _____

Will there be decorations, rental chairs/tents/tables: _____

**See park rules on reverse side*

_____ _____

Signature Date

FOR INTERNAL OFFICE USE:

_____

Application received by: _____ Date: _____

Payment Received: _____ Receipt # _____

APPROVAL

_____ _____

Signature Date

Kindleberger Park Event Rules

- Reservations are not secure until this form and payment is received in full.
- A cleanup deposit of $100 is required for use of the Sunken Gardens/Gazebo and Stage at the time of reservation, and will be refunded after the event if area is cleaned and left in proper condition. Additional costs may be incurred if park property is damaged.
- Decorations for an event are allowed, but at no time should decorations, signs or other items be affixed to trees or utility light poles. Directional signs for an event are allowed provided they are not placed more than one hour before an event and are removed immediately following.
- If music is to be a part of an event, noise levels must be maintained at an acceptable level so as to minimize disturbance to residents and other users of the park.
- Parking is prohibited in any grassy area of the park. Violators will be ticketed by Kalamazoo Township Police.
- No alcoholic beverages are allowed in the park.
- Events at the Stage may utilize the Stage sound system only with a pre-approved sound technician.
- Pets are allowed in the park, but owners must clean-up after pets.
- The City retains the right to deny use of the park for events that may be deemed to cause conflict with other uses of the park or present a nuisance to surrounding residential areas.
- The City does not provide tables, chairs, tents or any other amenity used for an event.
- By submitting this reservation form, reserving party acknowledges that the City has no liability for property loss or injury resulting from use of the park.
- A fee of $35 will be charged for rental fee checks returned for non-sufficient funds.
- Reservations are only available during normal park hours.