

Kindleberger Park Event Rules

- Cancellation fee of \$25 if done prior to one week before the event; \$100 cancellation fee if cancelled within one week of event.
- Change of dates must be made in person
- 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 Garden/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 will 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. Tents must be weighted, not staked.
- 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 (dawn to dusk)

This Kindleberger Park Reservation Form is your receipt, confirming your reserved area of the park. Should you experience any problem during your event, please contact the Kalamazoo Township Police Department at 269-488-8911.

Kindleberger Park Reservation Form

Area of park to be reserved:

- _____ Sunken Garden/Gazebo (\$250 non-resident/\$150 resident)(3 hour block)
\$100 deposit required
- _____ Stage (\$350 non-resident/\$200 resident)(3 hour block) \$100 deposit required
- _____ Lower Softball Field (\$25 non-resident, \$10 resident)(only available after 7/31)
- _____ 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: _____ Alternate Phone: _____
Date of Event: _____ Time: _____

How many attendees at your event? _____
Will there be music as part of your event? _____
Name of DJ, Musical Performer, Sound Technician: _____

Decorations, rental chairs/tents/tables? - describe: _____

***See park rules on reverse side of form

Signature Date

FOR INTERNAL OFFICE USE:

Application received by: _____ Date: _____

Payment amount received: _____ Receipt # _____
Check # _____ Cash _____

APPROVAL

Signature Date