



# Park Reservation

1868 E. Perry St., Port Clinton, OH 43452

Phone: 419-734-5522 Fax: 419-734-1043  
After Hours Non-Emergency Police: 419-734-3121

NAME: \_\_\_\_\_ Date: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ EMAIL: \_\_\_\_\_

PHONE: \_\_\_\_\_ RESERVED DATE: \_\_\_\_\_

EVENT: \_\_\_\_\_

EST. NUMBER OF PEOPLE: \_\_\_\_\_ TIME: \_\_\_\_\_

Lakeview Park Shelter House  Lakeview Park Underwood Canopy

Lakeview Park Butcher Canopy  Portage Park Shelter House

West End Park Shelter House  Waterworks Park

Jefferson Pier Canopy  Adams St. (Gazebo)

RESERVATION FEE FOR ALL PARKS: \$25.00 Cash  Check

\*PAYMENT DUE TO GUARANTEE RESERVATION\* \*FEE IS NONREFUNDABLE\*

Non-Profit (501C3)  # \_\_\_\_\_ No Charge

### RULES: Please read and initial each rule.

1. Park closes at dusk. \_\_\_\_\_
2. Please make sure all trash is in trash containers provided. \_\_\_\_\_
3. No alcoholic beverages. \_\_\_\_\_
4. Pets on leashes and must be cleaned up after. \_\_\_\_\_
5. No parking in grass. \_\_\_\_\_
6. Waste container must be provided for fryer grease. \_\_\_\_\_
7. All posted park rules must be followed. \_\_\_\_\_

Checks to be made out to Port Clinton Recreation Department and accompany signed contract.

### WAIVER BELOW MUST BE SIGNED

Your signature below indicates that to your knowledge the information given on this form is correct and that you have read and agree with the following waiver: I hereby waive all claims for injury or accident or liability of any kind and do hereby release the City of Port Clinton and its Recreation Department, their employees from any claims, now or in the future, for such injury or accident.

I hereby agree to and will comply with the above rules and regulations for using the park. If event will use City facilities, any damage done, including grounds, buildings, etc. will be repaired by City at applicant's expense.

Signature \_\_\_\_\_

**CITY RESERVES THE RIGHT TO CANCEL FUTURE EVENTS.**

**For Office Use Only:**

Date Received \_\_\_\_\_ Received by \_\_\_\_\_ Rect. # \_\_\_\_\_