

PICNIC SHELTER / FACILITY APPLICATION



CUSTOMER INFORMATION

Name: _____ Phone: (H) _____ (C) _____
Organization: _____ Address: _____
Email: _____ City, State, Zip: _____

RESERVATION INFORMATION

Event Date: _____ Expected Attendance: _____

Event Name: _____

Will you have amplified sound at your event? No Yes

Stereo DJ Band Other: _____

Will you have alcohol at your event? No Yes

If yes and have hired a vendor, who? _____

Will you have food catered at your event? No Yes, name of caterer: _____

Will you have any special equipment at your event (tents, rented items, activities, etc.) No Yes

If yes, what type? _____ (special permission may need to be obtained.)

Which Picnic Shelter, Picnic Area or Ball Field would you like to reserve?

- Griffin Park Shelter\$75 Indian Mary Shelter\$180 Indian Mary Area A.....\$55
 Indian Mary Area B.....\$55 Lake Selmac Trout\$155 Lake Selmac Bass\$105
 Tom Pearce #1.....\$155 Tom Pearce #2.....\$155 Tom Pearce #3\$105
 Whitehorse Shelter...\$105 Wolf Creek Shelter\$50
 Other _____

Reminder: A day-use fee of \$5 per vehicle is required at all Josephine County Parks.

All Customers must read and agree to the attached Terms and Conditions for Use of Josephine County Park Facilities. If you have any questions you may contact us at (541) 474-5285.

Office Use Only: Paid In Full Amount: _____ Date: _____ Notes: _____

Park Hosts: \$100 deposit to be returned? Yes No - send notes & photos to document.

TERMS AND CONDITIONS FOR USE OF JOSEPHINE COUNTY PARK FACILITIES

RESERVATION FEES. All reservation fees must be paid in full at the time of reservation.

DEPOSITS. In addition to the cost of the reservation itself, the County Parks Department requires a \$100.00 cleaning and security deposit for each picnic shelter or facility reserved. There are two methods in which you can provide the deposit for your reservation: 1. You may complete and return the attached credit card authorization form. 2. You may attach a check and return it with your reservation packet. The County will return your deposit, less any costs for cleaning or repairs, within 30 days after the date of your rental.

CANCELLATION. If you cancel your reservation, Parks Department will charge you a cancellation fee of \$25.00 per shelter/facility cancelled. If you cancel less than ten days prior to the date of your event, we will keep the entire reservation fee. If you change your reservation, we will charge you a fee of \$10.00 for each picnic shelter/facility affected. These costs may be deducted from your deposit.

PARKING. A parking fee of \$5.00 is required for each vehicle at all county parks. Parking is permitted only on paved areas or areas that are specifically marked for parking. If any of your group drives, operates, or parks any vehicle on the grass or on any area not designated for parking, then your deposit may be forfeited and you may be liable for any additional costs to repair the damage to the grounds.

PARK HOURS. The parks are open from sun-up until sun-down. All picnic and shelter groups must be out of the parks before dark.

CANOPIES & TENTS. You may use free standing poles and weight bases to set up a canopy or tent. Please do not drive stakes into the ground as this can cause damage to the underground irrigation pipes and sprinkler systems. You may use tape to place decorations, signs, banners, etc. You may *not* use staples, nails, tacks or other similar items. Outside structures, including but not limited to water slides, swimming pools, rock walls, or jump houses are prohibited.

AUDIO EQUIPMENT. If you bring amplified music or a public address system, we ask that you direct the speakers or amplifiers away from the river or lake. Sound levels must be at a reasonable volume so that other occupants of the park and nearby residents are not disturbed.

ATTENDANCE. Please notify Parks personnel if there is a significant change in the number of persons in your group. This is necessary in order for Parks personnel to plan and prepare accommodations for your group as well as any other groups that may be in the park.

ALCOHOLIC BEVERAGES. All rules, regulations, ordinances and statutes relating to the use of alcohol will be enforced by Parks personnel and by law enforcement officers. Alcoholic beverages are permitted in all Josephine County parks, however, the possession of kegs containing beer, malt liquor or other alcoholic beverages is prohibited without prior permission from the Parks office.

CONDUCT IN PARK FACILITIES. If you or members of your group engage in disruptive or unruly behavior, disturb other parks visitors, or violate federal or state statutes or county ordinances, your deposit may be forfeited to the county, in addition to any other penalties that may apply.

VENDORS. Selling food, drinks, or other merchandise in county parks is prohibited without prior permission from Parks office.

CLEANING. You and your group are responsible for cleaning the site after your event. All trash must be placed in proper containers, all tables and other equipment returned to its original position, and the site must be left clean and in satisfactory condition. If the site is not left clean and in satisfactory condition, your cleaning deposit will be forfeited. In the event that the cost of cleanup and/or repair to the site exceeds the amount of your deposit, you will be held liable for the excess cost.

LIABILITY. Josephine County assumes no liability for injuries to persons or property resulting from any actions by you or members of your group, nor the actions of any other visitors to the parks. All persons using the park facilities do so at their own risk. If you see or are aware of any safety hazard, please contact Josephine County Parks right away.

COMPLIANCE WITH LAW. Josephine County has enacted Ordinance 2010-3 governing conduct in county parks. You and all the members of your group must comply with the provisions of this ordinance, and with all federal and state laws. Permittee understands and agrees that marijuana is prohibited on the Parks Premises. County Parks personnel may enforce the provisions of these laws and rules, and may order your group to leave the park immediately if you or members of your group do not comply with these requirements. You can find Ordinance 2010-3 and the Parks Rules by requesting a printed copy from the Parks Department or visiting co.josephine.or.us/rules.

AGREEMENT:

I have read and agree to the above Terms and Conditions for use of Josephine County Park Facilities. I understand that all rental activities must be conducted in accordance with the Parks Rules, which can be found at co.josephine.or.us/rules. I understand that the County may cancel this Agreement if I fail to follow Park Rules, or if I fail to provide true and accurate information on my Application.

Customer Signature: _____ Date: _____