

| DATE(S) | Times | | Park Pavilion Name |
|---------|-------------|-----------|--------------------|
| | From: am/pm | To: am/pm | |
| | am/pm | am/pm | |
| | am/pm | am/pm | |
| | am/pm | am/pm | |

PARK PAVILION RESERVATION APPLICATION

Park Pavilions

Bennett Park, Franklin Park, Harmon Park, Porter Park, Santa Fe Park, Taliaferro Park, Wassmer Park, Weltner Park or Windsor Park

Please read and complete BOTH SIDES of application and return with payment to: City of Prairie Village, City Clerk's Office, 7700 Mission Road, Prairie Village, KS 66208. Your Signature is required on back side of this form.

Group or Organization _____

Individual Responsible _____ Phone (H) _____ (W) _____

Address _____ City _____ Zip _____

E-mail Address _____

Purpose of Reservation _____ No. Attending _____

GROUP TYPE & FEE SCHEDULE

- A PV Governing Body, committees, boards and personnel, other governmental entities, residents and groups participating in City-sponsored programs, home association meetings.

Rental Fee: No Charge

- B Prairie Village Residents or Business Owners (activity cannot charge admission).
A copy of Driver's License, Picture ID or Business Card is necessary to prove residency.

Rental Fee: **\$8.00/hour**- paid in full at time of reservation. **(1/2 of Harmon or Franklin)**
\$12.00/hour Harmon or Franklin for the whole pavilion.

- C Non-Residents (activity cannot charge admission).

Rental Fee: **\$15.00/hour** - paid in full at time of reservation. **(1/2 of Harmon or Franklin)**
\$22.50/hour Harmon or Franklin for the whole pavilion.

Total # of hours _____ @ \$ _____ /hour TOTAL DUE: \$ _____

| | | | |
|---|--------------------------|-----------------------------------|----------|
| Office Use Only: Application Processed: _____ | | Rules & Regulations Issued: _____ | |
| Date | By | Date | By |
| Payment Received: _____ | Payment Processed: _____ | Amount Pd: Ck/Cash/Card | By _____ |
| Date | By | Date | By |

AGREEMENTS

(Individual, Group, or Organization) _____ shall comply with all applicable state, federal, and local laws in carrying out this reservation.

In connection with the performance of this reservation the reserving party further agrees to comply with the applicable provisions of all state, federal, and local non-discrimination laws.

I further agree to not discriminate against any person because of race, religion, age, sexual orientation, gender identity, national origin or ancestry in the admission or access to, or participation or employment in, its programs, services and activities.

If the City determines that the reserving party has violated any of the applicable provisions of any state or federal law, or has discriminated against any person because of race, religion, color, sex, sexual orientation, gender identity, disability, age, national origin or ancestry in the admission or access to, or participation or employment in, its programs, services and activities, such violation and/or discrimination shall constitute a breach of contract and the City may cancel, terminate or suspend this reservation in whole or in part.

The parties do not intend this provision to subject any party to liability under state or federal law unless it applies.

In making the above reservation, I fully understand that I will be held responsible for any violation of State Laws and Rules and Regulations of the City of Prairie Village, Kansas, at the location and time specified on this permit. I assume the responsibility and will now pay for any damage or loss that may occur to the facility, equipment and grounds. I further understand that if a violation occurs, the activity can be canceled by the Prairie Village Police Department without prior notice and the parties and organization named herein may be subject to the prosecution for such violation.

In addition, the organization will be required to sign the following hold-harmless Affidavit:
I shall indemnify and hold the City of Prairie Village harmless from and against any loss, cost or damage of any nature arising out of any action or claim against Prairie Village, its agents or its employees, in connection with or around the reserved facility immediately prior to, immediately after and during the period for which the facility is reserved by the above named group or organization.

Printed name of individual, group or organization

Date

Signature

PARK PAVILION RULES & REGULATIONS

Failure to follow or abide by the following rules and regulations may result in cancellation of remaining reservations or denial of future reservations.

NO REFUNDS ARE GIVEN FOR PARK PAVILION RENTALS!

Hours – 7 a.m. - 11 p.m. year round except for special hours approved by the Park and Recreation Committee.

Responsibilities – Renter is responsible for the actions of the group members.

Cleaning – Renter is responsible for cleanup. Those using Harmon Park and Santa Fe Pavilions are responsible for removing filled trash bags from the receptacles and placing them in the large trash dumpsters.

Alcohol is **NOT** permitted.

Amplified sound is not permitted without a special permit. There is no charge for this permit.

Special Use Permit may be required if group will be renting/bringing in additional equipment. The fee for this permit is \$25.00.

Littering is prohibited.

Please be sure to have your printed permit with you at the time of your reservation. In the event that someone else is occupying the pavilion space you have rented, show them your permit and ask them politely to leave. If they refuse to do so, please call the Prairie Village Police Department at 913-642-5151. If you are at Harmon Park Pavilion or Santa Fe Pavilion, the Police Department is down the hill by the skate park, east of the pavilions. The Police Department address is 7710 Mission Road.

Permit applications are to be made at the Receptionist desk at City Hall, Monday thru Friday, 8:00 am to 5:00 p.m.

ELECTRICITY:

Electricity is available at the Franklin, Harmon, Porter, Santa Fe, Taliaferro, Wassmer, Weltner, and Windsor Park Pavilions. Each outlet at the pavilion provides a 20 amp circuit which will accommodate most small to average electrical appliances such as crockpots and boom boxes. If you want to use large equipment such as appliances or equipment, you will need to provide a separate power source (generator).

HARMON & SANTA FE PARK – If you want to use the electricity, you will need to take your permit and state issued photo identification to the Public Safety Center (7710 Mission Rd) – dispatch and they will hold your I.D. while you have the key to access electricity. Their office is open 24 hours a day.

Please report all power outages promptly to 385-4647 (Monday – Friday, 8 am – 5 pm) or 642-5151 (evenings, weekends and holidays). If you do not report an outage, you may be denied approval for future reservation of a park pavilion.