

**CITY OF RED BUD
Park Reservation**

I hereby request that Shelter No. _____ at _____ Park be reserved for

_____ on _____
Name of Party Date of Party

PLEASE INITIAL STATING THERE WILL BE NO SPECIAL FEATURES _____

Please List Any Special Feature (May Require City Council Approval): _____

(e.g.: food truck, band, petting zoo, carnival rides, games, flyers promoting public attendance etc.)

****Note:** Food trucks for private events in the parks do not require special approval. Approval is required only if food truck will be made available to the public.

If council approval is required, please complete if the request was approved or denied.

Subject to the following rules and regulations:

1. Reservations are made on first come, first serve basis. Cancellation and refund of rental fee will be made, only if notification is received at City Hall thirty (30) days prior to reservation date.
2. If no reservations are received for a shelter, everyone is on a first come, first serve basis.
3. All Park Users are required to clean up shelter and park area after use and dispose of all trash in proper receptacles.
4. City Parks are open from 6:00 am until 11:00 pm **ONLY**.
5. **POLICE HAVE AUTHORITY TO ENFORCE HOURS AND REGULATIONS.**
6. All reservations will be posted on bulletin boards near the parking lots.
7. **Light bulbs for pavilions are not supplied by the City of Red Bud. Please bring your own and take them with you when you leave. Thank you!**
8. **ABSOLUTELY NO WATER GAMES ALLOWED.**

I have read and have a clear understanding of the rules and regulations set forth.

Full Name (PLEASE PRINT)

Please do not remove tables from reserved shelters. A minimum number of tables under each shelter should be: **Ratz #1 is \$30.00, 2,3,4 are \$15.00 Lincoln 1 & 2 are \$20.00**

Ratz Park Pavilion 1: (Finley)	20 Tables	Ratz Park Pavilion 2: (Cercis)	18 Tables
Ratz Park Pavilion 3: (Centennial)	14 Tables	Ratz Park Pavilion 4: (Ratz Anniv)	9 Tables
Lincoln Park Pavilion 1:	8 Tables	Lincoln Park Pavilion 2:	6 Tables

If you do borrow tables, return them to the appropriate shelter after use. If problems arise, please contact Red Bud Police Department at 618-282-2363. Thank you.

Signature of Applicant: _____ Phone: _____

Address of Applicant: _____

Receipt of \$ _____ is hereby acknowledged. Date: _____

Signature of Clerk (Office Use Only)