



Pavilion Reservation Form

Laketon Township

231-744-2454

Applicant: _____ Resident Non-Resident

Address (street/city/zip): _____

Phone: _____ Email: _____

Date of Rental: _____ Time: 9 am – 3pm 3:30 - Dusk
(For all day rental ck both)

Type of Event: _____ Number of people: _____

Please check the box next to the Pavilion you would like to reserve.

LANGE PARK (1700 Horton Rd- back of park) \$50 half day / \$100 (9am – dusk)
Includes: 1 large grill, porta potty (short walk), accommodates up to 128 – 16 tables

MULLALLY PARK (1850 Horton Rd) \$75 half day / \$150 (9am – dusk)
Includes: (2) Electrical outlets, 1 large grill, restroom (w/ \$25 key deposit), accommodates up to 112 – 14 tables

HORTON PARK (1405 Glenwood Ave) \$100 half day / \$200 (9am – dusk)
Includes: (1) Electrical outlet, 1 large grill, restroom (w/ \$25 key deposit), accommodates up to 40 – 5 tables

I have read Laketon Township Pavilion Rental Policy and agree that my group and I will abide by all policies and rules.

Signature of Applicant/Responsible Party: _____ Date: _____

Signature of Office Staff Person: _____ Date: _____

For Office Use Only

RESERVATION PAYMENT:

Payment Received On: _____ Payment Amount: _____ CASH/CHECK # _____/CC

RESTROOM KEY DEPOSIT: Key to be picked up week of party

Restroom Key Deposit: YES / NO Deposit Amount: _____ CASH/CHECK # _____/CC

Date Key Issued: _____ Intl: _____ Intl: _____

Date Key Returned: _____ Deposit Returned: YES / NO Intl: _____ Intl: _____

Laketon Township Pavilion Rental Policy

Adopted 1/20/2011, Amended 01/19/2017, Amended 6/18/20, Effective immediately

The pavilion use is directed by the following Township Board adopted policy. The primary purpose of the pavilions is to provide a public recreation area for township residents. **Note: The parks close at dusk and shall be evacuated by this time.**

1. There shall be no possession or consumption of alcohol in the pavilions or any township park.
2. Reservations shall be made for residents and nonresidents. You must be at least 21 years of age to reserve a pavilion and responsible adult supervision must be provided at all times. The renter is personally responsible for adhering to park policies. Please have this form with you to verify your reservation.
3. **The pavilion may be reserved for two-time sessions per day 9:00 am to 3:00 pm and 3:30 pm to dusk. The cost per session is as follows: MULLALLY PAVILION: \$75.00 LANGE PAVILION: \$50.00 Horton Park Pavilion: \$100.00 (If you would like a key for the restroom facilities, there will be key deposit of \$25.00 charged in addition to this rental fee. The key deposit will be returned to you when the key is returned. It is preferred that the key deposit be paid by check. Port-a-potties are always available in the park.) THERE WILL BE NO REFUNDS.**
4. There shall be no bikes, inline skates, skateboards etc. used in the pavilions.
5. All pavilion picnic tables are to remain under the pavilion areas at all times.
6. There shall be no motorized vehicles in the park. They must be left in designated parking areas.
7. Noise shall be kept to a minimum and consistent with levels considered normal for small gatherings.
8. No grills allowed under the pavilion roof.
9. Failure to adhere to the rules as established by the Laketon Township Board for the use of these pavilions may result in the denial of future use for individuals and/or groups.
10. The applicant is responsible for the cost of repairing damage to the pavilion and surrounding area. **Decorations, if used, will be put up with tape only, no nailing, stapling or tacking will be allowed inside or outside of the pavilion.**
11. Groups using the pavilions agree to save and hold harmless the Township of Laketon and its agents from any and all liabilities or responsibilities arising from incidents related to the use of the pavilions or grounds. It is further understood and agreed by all users of the pavilions that the Township of Laketon assumes no obligation regarding the use of the premises by the users.
12. The Township of Laketon reserves the right to determine who shall and shall not use the pavilions. The Township can deny the use of the pavilions if in the Township Board's judgment, the particular request for facility use is not in the best interest of the community.
13. **Individuals and/or groups using the facility are responsible for cleaning and leaving the pavilion in ready to use condition, i.e., remove all decorations, pick up garbage and take garbage to dumpster provided, and clean the picnic area including removing any food crumbs or spills from the tables.**

If you have any problems with people not honoring this reservation or vacating the pavilion, please call Supervisor Kim Arter 231-343-6409.