



## Laketon Township Pavilion Reservation Form

### Mullally Park Pavilion - \$75/Time Slot

9 a.m. - 3 p.m. or 3:30 p.m. - Dusk  
Up to 18 Picnic Tables  
Electricity Available  
Restroom Available w/ \$25 Key Deposit

### Lange (NS Lions) Park Pavilion - \$50/Time Slot

9 a.m. - 3 p.m. or 3:30 p.m. - Dusk  
Up to 24 Picnic Tables  
Electricity NOT Available  
Restroom Available w/ \$25 Key Deposit

Applicant/Responsible Party: \_\_\_\_\_

Address (street/city/zip): \_\_\_\_\_

Phone: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Estimated number of people: \_\_\_\_\_

Event Description for Sign: \_\_\_\_\_

Pavilion (circle one): Mullally Pavilion      Lange (NS Lions) Pavilion

Time Session(s):      9:00 a.m. – 3:00 p.m.      3:30 p.m. – Dusk      Both Sessions

Restroom Key Deposit: Yes / No      Note: Key to be picked up week of party.

***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: \_\_\_\_\_

Signature of Office Staff Person: \_\_\_\_\_ Date: \_\_\_\_\_

#### **For Office Use Only**

##### **RESERVATION PAYMENT:**

Payment Received On: \_\_\_\_\_ Payment Amount: \_\_\_\_\_ CASH/CHECK # \_\_\_\_\_/CC

##### **RESTROOM KEY DEPOSIT:**

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

Date Key Issued: \_\_\_\_\_ Intl: \_\_\_\_\_ Intl: \_\_\_\_\_

Date Key Returned: \_\_\_\_\_ Deposit Returned: YES / NO      Intl: \_\_\_\_\_ Intl: \_\_\_\_\_

##### **SIGNAGE:**

Date Sign Made: \_\_\_\_\_ Sign Made By: \_\_\_\_\_

Laketon Township Pavilion Rental Policy  
Adopted 1/20/2011, Amended 01/19/2017, 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. All pavilion picnic tables are to remain under the pavilion areas at all times. **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. 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 (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. There shall be no motorized vehicles in the park. They must be left in designated parking areas.
6. Noise shall be kept to a minimum and consistent with levels considered normal for small gatherings.
7. No grills allowed under the pavilion roof.
8. 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.
9. The applicant is responsible for the cost of repairing damage to the pavilion and surrounding area.
10. Groups using the pavilions agree to save and hold harmless the Township of Laketon and its agent's 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.
11. 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.
12. **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 Trustee Cindy Zaagman 231-343-3096 or Supervisor Kim Arter 231-343-6409.***