

## TRUSSVILLE PARKS & RECREATION PARK PAVILION RENTAL FORM

**Facility Requested:**

_____ Masonic Pavilion	\$50	_____ Mall	\$200 Non Res
_____ Kiwanis Pavilion	\$25	_____ Mall	\$50 Resident
_____ Scout Pavilion	\$25	_____ Pit Pavilion	\$50
_____ Civitan ó N/C		_____ Magnolia ó N/C	

Is the event open to the public? Yes \_\_\_\_ No \_\_\_\_ How many people do you expect to attend? \_\_\_\_\_

Date Requested: \_\_\_\_\_ Day: \_\_\_\_\_ Time: \_\_\_\_\_ until \_\_\_\_\_ (See Below for time slots)

Name of Renter: \_\_\_\_\_

Address of Renter: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Type of Event: \_\_\_\_\_

**RULES FOR PARK USAGE:**

1. The Park pavilions are rented in 2 hour time periods. Please be mindful of groups that may be utilizing the pavilion when your time period has expired.
2. The renter of record of the park is responsible for all garbage. Please bring your own garbage bags. A dumpster is provided beside the park for disposal of your trash.
3. **Full payment is due when the event is reserved. Reservations and payment is to be made, in person, at the Trussville Civic Center. No over the phone reservations will be taken.**
4. Rental fees will be refunded only if the person or organization cancels the event within 30 days of the event. If rain cancels your event, please contact the Civic Center (655-9486) the following Monday.
5. Damages: The renter of record is responsible for any damages that occur while the facility is entrusted to their care.
6. No alcoholic beverages are allowed on the premises at any time.
7. Park rentals are available: Mon ó Sat. from 9:00 a.m. until 8:30 p.m. Parks may be rented at the following times: a. 9:00 ó 11:00, b. 11:30 ó 1:30, c. 2:00 ó 4:00, d. 4:30 ó 6:30. Sunday parks are available from: a. 12:30 ó 2:30, b. 3:00 ó 5:00, c. 5:30 ó 7:30.
8. It is understood that persons or groups using the park will abide by the Laws and Ordinances of the City of Trussville.

In consideration, of the permission given to this applicant by the City of Trussville Park & Recreation to use specified parks inside the City of Trussville, Alabama, this applicant, employees or attendees hereby agrees that the parks are to be used and enjoyed at his/her own risk and agrees to save and hold harmless the City of Trussville, the Trussville Park & Recreation department, its employees, board members, agents and representatives.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

---

Office Staff Only

Total Rental Charge: \$ \_\_\_\_\_ Date of Payment: \_\_\_\_\_

Payment Taken by: \_\_\_\_\_

Payment type: Check: \_\_\_\_\_ Check Number: \_\_\_\_\_ Cash: \_\_\_\_\_ Credit Card \_\_\_\_\_