

2009

Date Rental Fee Paid _____
Amount Received: _____
Fee Posted on Computer _____

Date of Sec. Deposit Refund Request _____
Batch Number _____

**CITY OF STURGEON BAY PARK & RECREATIONAL
FACILITIES REQUEST FOR USE FORM**

Name of individual or group requesting use: _____

Contact person (s): _____

Address: _____

What facilities are requested: Otumba Sunset Sawyer Cherry Blossom

When needed: (Please include any additional set-up and clean up time)

Date: _____ **Time:** _____

Number of people using facility: ___ Under 100 ___ 101-200 ___ Over 201

FEES:	<u>City Resident</u>	<u>Non-Resident</u>
Group of 100 or less	\$ 52.75	\$ 73.85
Group of 101-200	\$ 79.12	\$ 89.67
Group of 201 or more	\$158.25	\$ 274.30

PLUS a \$50.00 refundable security Deposit. Checks payable to: City of Sturgeon Bay
Note: It may take up to 4 weeks for the security deposit to be returned.
Any cancellations must be received at least 4 weeks before event.

Describe nature of event:

Will alcohol be served (Separate permit is required from City Hall) _____

What arrangements have been made for clean-up, during and after event?

Are there any special hook-ups for equipment, instruments, **water**, etc. which need to be made or used and who is handling this?

Applicant Signature: _____

Date: _____