City of El Dorado Park Reservation Agreement

Please keep this confirmation with you while at the park as proof of your reservation.

EL DORADO
THE FINE ART OF LIVING WELL
PARKS & RECREATION

Event Date:	Responsible Party:
Time:	Purpose:
Total Attending:	Address:
Phone:	
Email:	City: State:
Additional Requests:	
Date: X	Signature: X

Park Requested:

- ☐ East Park Pavilion — 100 S. Woodland
- ☐ Forest Park Pavilion — 900 N. Taylor
- ☐ North Main Pavilion — 1000 N. Main
- ☐ Band Shell — 900 N. Taylor/Pav not included

THIS AGREEMENT, between THE CITY OF EL DORADO, being owner of the Park Pavilion or Gazebo hereinafter referred to as "OWNER" and "NAMED PARTY" requesting reservation, hereafter referred to as "RENTER."

This permit authorizes the use of the City of El Dorado Parks and Recreation Department facilities as listed, subject to the conditions stated. The person to whom this permit is issued must agree to accept responsibility for all provisions listed.

A signed copy of this agreement must be in the possession of the responsible party to pick up the facilities keys and at the time of use to verify authorization. Please read all the provisions and guidelines related to this agreement.

I have read all of the provisions and guidelines. _____ (initial) X

As a condition to rent the facility listed above, I knowingly and voluntarily assume any and all risks inherent in renting. I assume responsibility for any damages that might occur during my use of the facility. I, further, waive any rights or claim against the City of El Dorado, its officials, officers, and employees to include, but not limited to bodily injury, property damage, and/or loss, or personal loss. I have read the procedures for use of any City of El Dorado facility and understand that a signature is required in order for me to rent any City of El Dorado facility.

Park Rules for Vehicles:

(The only vehicles allowed on lawn surfaces at any time are)

-Park maintenance vehicles -Approved "Special Events" that are vehicle oriented. –Emergency Vehicles
-Temporary loading & unloading for "Special Events" to be removed immediately upon completion. (Less than 10,000 lbs)

Office Use Only:		
Rental Fee:	Spreadsheet	☐
$25 (in town)	Calendar	☐
$35 (out of town)	Website	☐

Paid:

Staff:

Receipt #:

El Dorado Parks & Recreation Department
Monday-Friday 8:00am-5:00pm

220 E. 1ST St. El Dorado, KS 67042
316-321-9100