

VILLAGE OF LAKE DELTON NEWPORT PARK RESERVATION

APPLICANT INFORMATION <i>Applicant must be Village of Lake Delton Resident or Village of Lake Delton Property Owner— PROOF REQUIRED</i>	
Name of Applicant	
Street Number/P.O. Box	
City, State, Zip	
Home Phone Number	Fax Number

Mail/Deliver Form and payment to:
 Village of Lake Delton
 50 Wisconsin Dells Pkwy South
 P.O. Box 87
 Lake Delton WI 53940
 608-254-2558

Rental Fees: <input type="checkbox"/> \$100.00 rental fee plus \$100 Refundable Deposit for the Small Pavilions <input type="checkbox"/> \$300.00 Rental Fee plus \$100 Refundable Deposit for the Large Pavilion <small>(Please check one)</small> A check for a \$100.00 Refund will be issued to the Applicant if the Park Pavilion that they reserved is cleaned up and is approved by Public Works.
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This form must be completed in ink, signed at the bottom by the Applicant, attach a copy of required proof of residency (Rental Lease / Lake Delton Utility Bill / Electric Bill / Voter Registration) or proof of property ownership (Driver's License information and Tax Parcel Information) and the correct fee paid to enter your request for a park facility reservation. If your application is accepted, the Village of Lake Delton will sign the contract and mail/fax a copy of the completed form back to you as soon as possible. You **do not** have a reservation until the fee has been paid and the Clerk-Treasurer-Coordinator signature is on this form.

PAVILLION REQUESTED: <input type="checkbox"/> Small (Left NW) <input type="checkbox"/> LARGE (Center) <input type="checkbox"/> Small (Right SE) <small>(Please Check One)</small>
DATE REQUESTED: ____/____/20____ TIME REQUESTED: _____ to _____

Note: It is important that the dates and hours requested include set-up, take-down, and cleaning time. The user is expected to clear and clean the shelter and bathrooms before the ending time. The reservation will only be for the day/dates requested, no one will be allowed to set-up the day before the reservation date. Picnic tables are provided in the shelter. If additional tables are needed, it will be your responsibility to secure them. **PARKS CLOSE 10 PM SHARP or Dusk which ever is first!**

This contract is made by and between the Village of Lake Delton and the Applicant to use the Park at the place, times and hours listed on this application and to contract under the rules and regulation stated. The Applicant agrees to indemnify and save harmless the Village of Lake Delton, and their employees, elected and appointed officials, and agents from any and all liabilities for claims of bodily injury, property damage, or of any nature whatsoever arising out of use of the Village of Lake Delton Properties herein specified. The Applicant, user, individual, jointly, and severally, agrees to be responsible for the careful use of the park, to make good all loss or damage sustained as a result of the activities held or promoted pursuant to this contract; and to be responsible for all preparation and cleanup after use.

Cancellation Policy: The Village will cancel and void this contract and refund a 50% of collected user fee, if written notice is delivered by the Applicant seven (7) days in advance of contractual use date. The user agrees to forfeit the refund of fees if cancellation is delivered after this period. Pets: Dogs are not allowed on any park property with the exception of those pets assisting the physically challenged. Glass Bottles or Containers: Glass bottles or containers of any kind are not allowed on any park property. Grills: You are welcome to use the grills but they are available on a first come, first serve basis.

I, the undersigned, accept full responsibility for the terms and conditions of this application, and certify that it is accurate and complete. I understand that inaccurate information is grounds for cancellation of any reservation granted to me and may jeopardize future reservations.

 Signature of applicant Dated: _____

This application has been accepted and payment has been made to the Village of Lake Delton. _____ Kay C Mackesey, Clerk-Treasurer-Coordinator Dated: _____

Office Use only: Check# _____ Amount Paid: _____ Rec# _____ Deposit Refund: DPW Approved Y / N \$100.00 Village Refund Check # _____
 Proof of Residency: Rental Lease / Lake Delton Utility Bill / Electric Bill / Voter Registration Proof # _____
 Proof of Property Ownership: Village of Lake Delton Tax Bill Parcel # 146- _____ Driver's License # _____