



Park Reservation Agreement

City of Winston

245 SE Thompson Ave. Winston, Oregon 97496

For consideration herein specified, the City of Winston does hereby lease the use of

Community Park

located at 440 SE Grape Ave. unto:

Name/Organization:

Date of Use:

Time From/To:

For the sole purpose of:

(Type of event, i.e. birthday party; wedding/reception; festival)

With an estimated attendance of:

_____ Pavilion
\$50

_____ Electricity/Water *(where available)*
\$25

_____ Basketball/Tennis Court *(4 hr. reservation)*
\$25

Activities *(mark activities listed here and attach a separate sheet if necessary)*

_____ Amplified Sound _____ Bounce House / Water Slide _____ Vendors

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- **Park irrigation schedule: Varies**
 - *The undersigned shall not use or permit the same to be used for any other purpose than what is listed in this agreement.*
 - *Additional power source supply may be required if Lessee's needs exceed what is available.*
 - *Attendance over 500 will require 2 portable toilets.*
 - **Staff Time Reimbursement (STR)**
 - *Staff time reimbursement for all departments is equal to the current wage + benefits for the staff member performing the task.*
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~~~ **OVER PLEASE** ~~~

The City of Winston, at the commencement of the terms herein provided, shall deliver the premises herein leased in a neat and clean condition; and the undersigned shall not permit any alteration or undue wear or deterioration upon the same. At the conclusion of the term provided in the agreement, the undersigned shall return said premises to the City of Winston in a neat and clean condition, reasonable wear thereof excepted. Failure to do so will result in additional charges by the City of Winston at the rates listed above for which the undersigned shall be liable. The costs will first be taken from the deposit and if that is not sufficient, necessary action will be taken against the undersigned to recover the additional costs. Damages will be handled in the same manner. The security deposit will be returned to the undersigned if there are no damages to the facilities and the area has been cleaned.

Should suit, action or other proceedings be brought to enforce any of the terms and provisions hereof, the City of Winston may recover, in addition to costs and disbursements provided by statute, such additional sum as the Court shall deem as a reasonable attorney's fee.

***Applicant shall provide a certificate of liability insurance with coverage of no less than \$1M and naming the City of Winston as additional insured for the event described herein.***

I, the undersigned, have read the above conditions concerning the use of the before mentioned park area and by signing below I agree to abide by the conditions set forth herein and be the responsible point of contact for the above-mentioned event.

*Lessee Signature*

**\*\*\*STAFF USE ONLY\*\*\***

[illegible]