



City of Mequon Parks,
11333 N. Cedarburg Road,
Mequon WI 53092-1930
(262) 236-2913
parks@ci.mequon.wi.us

Conditional Permit and Agreement for use of Pavilions

Renter

Name of Organization or Group (if applicable): _____
Applicant Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Contact Number: _____ E-Mail Address: _____

Please check which Pavilion you would like to rent:

- Lemke Pavilion** Fee: \$158.25(tax incl.) Refundable Deposit \$50.00
- South Rotary Pavilion** Fee: \$237.38(tax incl.) Refundable Deposit: \$100.00
- North Reuter Pavilion** Fee: \$501.13(tax incl.) Refundable Deposit: \$200.00
- Gazebo only** Fee: \$225.00
- Gazebo with Pavilion rental** Fee: \$100.00
- River Barn Sommer Pavilion** Fee: \$501.13(tax incl.) Refundable Deposit: \$200.00
- Nonresidents add \$105.50(tax incl.) to the rental fee.**

Large groups and special events will be handled on an individual basis.

Date and Time

Nature of Use: _____ Number of Attendees: _____
Rental Date (mm/dd/yy): _____ Day of the week (circle) Su M T W Th F Sa
Hours: _____ AM/PM to _____ AM/PM

There are no interior decorations allowed that in any way would mark or damage the pavilion. This would include the use of such items as – push pins, adhesive materials (Including tape), putty etc. The use of confetti, glitter, rice, balloons, etc. is also prohibited.

The gathering shall be a private affair, not open to the public, and not advertised publicly in any manner. No charge for beverages shall be made to guests. No beverages shall be distributed to any person under the age of 21 years.

*Pricing based upon the current fee schedule. Fee schedules are updated annually. Any reservation made prior to the adoption of fee schedule may result in an increased fee. The difference between the paid and increased fee is due no less than 30 days prior to the rental. Failure to pay will result in a reduced security deposit to otherwise cover the increased fee.

RESPONSIBLE PERSON: The undersigned agrees to be personally liable to the City of Mequon and to indemnify the City of Mequon for property damage and for any expense incurred by, at, or in consequence of such use of facilities at the above-referenced City Park. The undersigned further agrees to hold the City of Mequon, its servants, agents, and employees harmless from any and all causes of action, claims or damages arising out of the use of the facilities at the above-referenced City Park by the undersigned, and any and all persons permitted on the premises at the park by the undersigned. The undersigned further agrees to abide by the regulations of the City of Mequon regarding the use of these facilities, as stated in Chapter 54 of the City Code of Ordinances and the Rules and Regulations listed on the attached sheets. If total attendance for event is underestimated, the undersigned would be responsible for the additional fees. The group could also be in jeopardy of losing their rights to reserving a City of Mequon site in the future.

Signed: _____ **Date:** _____

Note: Applicant must be 18 years of age or above. Please read "General Information and Policies" for other rules and regulations governing the park and pavilion rental available on the City's website under Park Forms.

FOR OFFICE USE

Certificate of Insurance? YES NO

Charging for: ADMISSION FOOD BEVRAGE FERMENTED BERVERAGES

Rental Amount Deposit Total Receipt
+Non-Resident Fee _____ + Amount _____ = Due _____ Number: _____

Remaining \$ _____ Date Remaining Receipt
Balance Due: ____/____/____ Balance Paid: ____/____/____ Number: _____

APPROVAL: _____ **DATE:** _____

Describe any charge(s) withheld from deposit: _____

Amount of Deposit

To be refunded: _____ **APPROVAL:** _____ **DATE:** _____