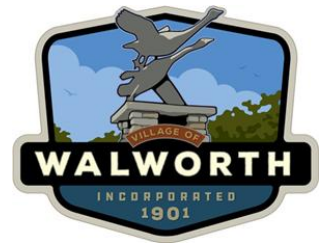


227 N. Main Street
PO Box 400
Walworth, WI 53184
(262) 275-2127



VILLAGE OF WALWORTH PARK PERMIT APPLICATION

\$150 Toynton Park – includes \$100 Refundable Security Deposit

\$25 All Other Parks (Badger, Devils Lane, Rotary, Heyer)

Village of Walworth Ordinance Section 12-1-5

Name of Organization/Individual: _____

Address: _____

Phone: _____ Email: _____

Contact Person: _____ Estimated Attendance: _____

Phone (if different): _____ Email (if different): _____

Event Description: _____

Check the Park(s) you would like to rent: Toynton Badger Devils Lane Heyer
Rotary

Reservation Date: _____ Start Time: _____ End Time: _____

Will alcoholic beverages be served? YES NO

Will your event include the sale of beer and/or wine? YES NO

If yes, you must complete the Temporary Alcohol License & Temporary Operators License Applications

Will you be setting up a tent, canopy, or placing stakes in the ground? YES NO

If yes, you must call in locates through Diggers Hotline (800-242-8511) and provide proof of completion to the Public Works Department (262-275-6648).

THE FOLLOWING RULES APPLY TO USAGE OF ANY VILLAGE PARK:

1. *Only Village residents and non-profit organizations located in the Village may reserve a park. The reservation fees for Badger, Devils Lane, Heyer, and Rotary are \$25.00. The reservation fee for Toynton Park is \$50.00 plus an additional \$100.00 security deposit. All individuals/organizations will be required to pay the deposit for Toynton. This fee is refundable if the facilities are left in a clean condition. Kitchen and bathroom facilities must be cleaned after event. Cleaning supplies are located in the kitchen area. Refund will be made once monthly after the regular Village Board meeting.*

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2. *The key for Toynton Park is held at the Clerk Treasurer's Office.* For weekend events, the key must be picked up on Friday before noon. The Clerk Treasurer's Office is not open on Saturday or Sunday and the Police Department does not have a key. If you forget to pick up the key, the Police Department may contact the Public Works Department. This will result in a \$75.00 additional fee.
3. Approval of the permit is at the discretion of the Village Clerk or his/her designee. Reservations will be issued on a first come, first serve basis, except those organizations that have traditionally reserved a park for a certain day in the past take precedence. This permit is only good for the time and date or dates shown above. No reason for denial of a permit will be required.
4. The consumption of any alcoholic beverage as allowed with this permit will be limited to adults 21 years of age and over. No alcoholic beverage shall be sold or given to minors. No glass bottles or containers will be allowed. No one shall leave the park with open intoxicants. The person signing this application will be responsible for violations. This permit must be available to the police during this event.
5. Parking is allowed only in designated parking areas. No pets are allowed in any Village Park.
6. Parks are open from 8:00am until dusk. No one is allowed in parks after hours without a permit. No overnight use of parks will be permitted.
7. ***All litter must be deposited in receptacles provided. Cans must be emptied into dumpster and new bags put in garbage cans.***

"The information provided in this application is true and correct to the best of my knowledge and belief. I understand that if facilities or parks are not cleaned or left in an orderly manner after the event, I will lose my security deposit and additional fees may be charged if the Village must clean after the event. I agree to comply with all applicable state, federal and municipal regulations and ordinances."

APPLICANT SIGNATURE: _____ DATE: _____

APPROVED: _____ DATE: _____
(Village Clerk or Designee)

For Office Use Only

Amount Paid: _____ Received Of: _____

Date Paid: _____ Receipt Number: _____

Entered on: Wall Calendar Outlook Calendar

Copy to Police Department Copy to Fire/Rescue Department Copy to Public Works Department

Toynton Park ONLY:

Key Picked up by: _____ Date: _____

Date Key Returned: _____ Request for Check created: _____

Date & Amount Refunded: _____