



MARION PARK DISTRICT

Pavilion Rental Signature Agreement

The undersigned does agree to abide by the following rules: Please place all trash in the trash cans provided and take all your possessions with you upon leaving the facilities. Marion Park District is not responsible for any lost or stolen items.

*** You may wish to rent:** Portable grills, Inflatable bounce houses, dry slides and various games for your event. All usage of rental equipment must be arranged through the Marion Park District Office and may require an additional fee. No inflatable slides requiring the use of water will be permitted. Water utility for your picnic; may be requested at an additional charge.

Pavilion Name:

- Broeking Pavilion - \$55.00
- Kaeser Pavilion - \$55.00
- Harrison / Bruce Pavilion - \$55.00
- Ashley Park - \$30.00

Date of Rental: _____

Water usage fee \$25.00 _____

Inflatable Rental:

Inflatable Rental Company:

- Yes
- No

Name _____

PAYMENT METHOD:

Address _____

Cash _____

Check # _____

Zip code: _____

Cred./Debit: _____

Phone#: _____

Email: _____

In signing this agreement you confirm you have received a copy of the Pavilion Rental Policies and Procedures.

Lessee Signature

Marion Park District

**To contact Park District staff on weekends or after regular office hours,
Please call: (618)969-2494**



MARION PARK DISTRICT

Pavilion/Special Events Rental Policy and Procedure

The Marion Park District would like to extend a warm welcome and hope your experience is enjoyable. We can be reached at 618-993-3940 from 8:00 am – 4:30 pm Monday through Friday.

Bring receipt with you on the day of your reservation.

For assistance with reservation issues at the site or after business hours and weekends

Please call: 618-969-2494.

In the event of an emergency, call 911.

You and your guests are subject to all federal, state, county and local laws. For information on Marion Park District ordinances, go to www.marionparks.com.

- The possession and / or use of alcoholic beverages in any Marion Park District park is prohibited.
- Do not park or drive on grassy or unpaved areas.
- Excessive noise, regardless of how it is generated, is prohibited without a special permit from the Park District.
- Build fires in designated areas only.
- Please use trashcans and leave your area in an orderly condition.
- Dogs and cats must be kept on leash and please make sure to clean up after your pets. Non-domestic or exotic animals are prohibited.
- Do not remove or damage natural features found in the park.
- Please use playground equipment age appropriately.
- Please take all your possessions with you upon leaving the facilities. Marion Park District will not be held responsible for any lost or stolen items.

*******Special permission and permits are required for activities such as inflatable bounce houses, mechanized games, amplification systems, or open public events. Contact the Park Office for more information regarding this. Additional fees and certificates of insurance may apply.

Refund/Cancellation Policy

- To cancel or request a change in the reservation; contact Marion Park District at (618)993-3940 no less than fourteen (14) days prior to the reservation date.
- Any change or cancellation will be subject to a \$10.00 processing fee.
- Refunds will not be issued less than fourteen (14) days prior to the reservation date.
- If Marion Park District cancels a reservation; a full refund will be issued.

Feb 2015

**Thank you for visiting Marion Park District!
Thank You!**