



Recreation Center: 307.739.9025: Administration: 307.733.5056: Park Shop: 307.733.9315
 155 E. Gill: P.O. Box 811 Jackson, WY 83001: Fax 307.739.9068
 www.tetonwyo.org/parks

Park, Special Event, and Park Shelter Facility Use Request

Name of applicant _____

Address _____

Type of organization (check one) association _____ corporation _____ family _____
 business _____ unaffiliated group _____ other _____ if other, what? _____

Responsible party name _____ title _____

Address (If different than above) _____

Home Phone _____ Work Phone _____

Specific facility to be utilized _____

Date of use _____ Time of day / from _____ to _____

Description of use _____

Estimated number of people involved in activity or use of facility _____

Is a town and county Special Events Permit required? Yes _____ No _____

If yes, has it been applied for? Yes _____ No _____

Has it been received? Yes _____ No _____

If yes, please attach to this application.

Nature of parking arrangements _____

Will use require erecting any type of structure, utilization of electrical or other utility service? Yes ___ No ___

Placing of any form of equipment or vehicle on or within the facility? Yes _____ No _____

If yes, please describe in detail _____

If group is 100 or more, an additional porta-toilet is required.

For all groups: Trash must be removed from premises by the Applicant at the end of the rental.

Will an admission be charged? Yes _____ No _____ If yes, how much? _____

Will any service, goods, food or beverages be sold or will any activity proposed for the facility involve the payment of money? Yes _____ No _____ If yes, please describe _____

Will alcoholic beverages be sold? Yes ___ No ___ if yes, state the license under which such sales will occur _____

Signed _____ Date _____

Fees and Special Event Services:

	<u>Total</u>
Shelter rental - non profit (4 hour rental) \$15	_____
Shelter rental - commercial / for profit (4 hour rental) \$25	_____
Special event - non profit \$75 / day	_____
Special event - for profit / charging admission / selling products \$200/day	_____
Special event deposit \$200	_____
Irrigation locates - adjustments \$27	_____
Pre-event set-up \$13.50 / man hour	_____
Electrical hook ups \$10 / day	_____
Special mowing \$20 / man hour	_____
Field lights \$5 / hour	_____
Total due	_____

The UNDERSIGNED, having represented to the Teton County / Jackson Parks and Recreation Department that the foregoing is a true and correct statement of the intended use of the facility set for the above, hereby agrees for himself / herself and for the applicant entity or sponsoring agency to the following conditions for the issuance of a permit for the use of such facility:

1. Use: The use of the facility shall be on the date, at the times, and solely for the activities and purposes approved herein and for no other use or purpose whatsoever.
2. Fee: Rental fees are charged based on specific uses for reserving facilities and/or park shelters for non-profits groups, and individual uses. Fees are listed on the reverse of this form
3. Deposit: If a deposit is required, it will be refunded after usage. The department reserves the right to keep any and all of the deposit to cover the cost of any cleaning, repairs, replacement, trash removal or other expense incurred by the Teton County / Jackson Parks and Recreation Department as a result of the applicant's failure to perform strictly under the terms of this agreement and to leave the facility in the condition in which it was found.
4. Compliance: Applicant agrees that any use made of the property or facilities referred to herein and any erection of structures, construction, moving of any equipment, vehicles, or the performance of any other work shall be accomplished in a manner approved by and satisfactory to Teton County / Jackson Parks and Recreation Department.
5. Observance of Laws and Standard of Care: Under this Agreement, the applicant shall comply with all applicable state, municipal, local laws, and park rules and regulations and shall observe a standard of care which avoid any injury to or inconvenience of the public or other users of the facility. Applicant shall assure that the use of the facility shall not constitute a nuisance or breach of the peace and understands that the undersigned Applicant shall be personally responsible and liable for any breach of this term.
6. Damage: The Applicant is responsible for any destruction, displaced, damaged, or altered facilities or any property located thereon, and shall promptly replace, return, repair and restore any such property to a condition satisfactory to the Teton County / Jackson Parks and Recreation Department in a clean and sanitary condition.
7. Indemnification: The applicant, for himself / herself and for any agency or other entity which he / she represents, expressly agrees to defend, indemnify and save harmless the Teton County / Jackson Parks and Recreation Department, its board members, directors and employees, and the public officials and employees of the Town of Jackson and the county of Teton, Wyoming from, and against any and all loss, damage, claim of liability whatsoever, including claims for negligent acts or omissions, arising from personal injury, death, or damage to property of the Applicant and the entity that he / she represents, from any or their employees or other persons directly or indirectly affiliated therewith, or from any the guests, invite or licensees of the Applicant due to the exercise of the privileges granted in the Agreement.
8. Insurance: Should the applicant be required to provide liability insurance, it shall cause the Teton County / Jackson Parks and Recreation Department to be a name insured thereunder.
9. Expenses: Any cost, expense or liability connected with or in any manner incident to the granting of the permit shall be borne by the Applicant and any entity that he / she represents, shall agree to pay all costs arising out of the breach thereof, including a reasonable attorney's fee, which may be incurred in the collection of any sums due.

Signed and agreed by: _____ (Applicant) Date: _____

Approved:

By: _____ Title: _____ Date: _____

Facility Damage Charges

Irrigation repairs	\$27 / man hour plus parts	_____
Turf repairs	\$15 / man hour plus supplies and equipment costs	_____
Post event clean-up	\$13.50 / man hour	_____
Trash removal	\$75	_____
Equipment repairs	\$15 / man hour plus supplies, parts and replacement costs	_____
Facility damage requiring outside services / purchases	\$ invoice price	_____

Total _____