

City of Alvarado

104 W. College
Alvarado, Texas 76009

Phone 817-790-3351
FAX 817-783-7925

PAVILION RESERVATION AND PERMIT

Date Requested: _____
Month Day Year

(Permit applications must be filed not more than 365 days before the date to be reserved)

Time Requested: From _____ AM/PM TO _____ AM/PM Activity _____

Organization: _____ # In Attendance _____

Responsible Person: _____
Name Work # Home # Cell #

Address _____
Street City State Zip

1. To confirm your reservation, a \$30 refundable deposit must be paid to the City of Alvarado.
2. Pavilion available for rent from 8:00 AM to 10:00 PM.
3. Responsible party (lessee) agrees to return the park facility to a clean and orderly condition, with all City of Alvarado property in its original location, and hereby agrees to pay for the cost of replacement or repair of any damages to the facility or equipment at the park caused from the lessee's use thereof. Failure to return the park facility to a clean and orderly condition results in forfeiture of deposit.
4. Glass containers are prohibited in all City of Alvarado parks.
5. It is unlawful to sell, consume or possess alcoholic beverages in any City of Alvarado park.
6. No person shall prevent, disturb or unreasonably interfere with any other persons occupying any area of a park or participating in any lawful activity within a park.
7. Rental fees are based on residency. To be considered a resident, you must reside within the city limits of Alvarado. All others are considered non-residents. Tax dollars supporting the Alvarado parks come from property taxes of people residing in the City of Alvarado. Rental fees help fund new park amenities, park maintenance, and electricity expense. Rental fees will only be refunded in cases when severe weather causes cancellation.
8. The City of Alvarado is not responsible for damage or loss of materials used or left in the park or the adjacent parking facilities and does not assume liability on groups or individuals attending the function in the park.
9. Failure to abide by the regulations, the Alvarado Park Rules and Regulations, City Ordinances and other City of Alvarado Policies may result in the denial of usage of the pavilion in the future.
10. For your safeguard, we suggest taking a before and after photo of the pavilion area.

This reservation takes priority over any non-reserved parties. If you should have any questions or problems during your event, please call for attendant at 817-301-4947. If your event is affected by rain or other inclement weather, as determined by the City Manager, a rain-out permit may be issued at no cost provided the applicant notifies City Hall the next business day.

I have read and hereby agree to comply to these rules and further agree to indemnify, hold harmless and defend the City of Alvarado, Texas, from any claims, damages, injuries, lawsuits, or causes of action arising out of, or in any way connected with, the use of said park pavilion.

Signature of Responsible Party

Date

Date Approved: _____ By: _____

Payment :

Receipt # _____

Refundable deposit amount \$ 30.00

Park rental \$ _____

(City Resident 10.00/hour; Non-Resident 15.00/hour)
2 hour minimum

TOTAL \$ _____

Cash _____ Check _____

Credit Card _____

Deposit Return:

Check payable to: _____

Mailing address: _____

***Checks will be mailed within approximately 10 days of event

Customer Signature

Pavilion clean-up verified: yes no By: _____

Refund amount _____: Check # _____

Mailed _____
(date)

Picked up in person _____
(date)