

City of Gallipolis  
Parks & Recreation Department  
333 Third Ave / P.O Box 339  
Gallipolis, Ohio 45631  
740-446-1789x626 / 740-441-6022  
[www.cityofgallipolis.com](http://www.cityofgallipolis.com) / [cityrec@gallipoliscity.com](mailto:cityrec@gallipoliscity.com)

### **FACILITY USAGE FORM**

DATE OF EVENT: \_\_\_\_\_ TIME OF EVENT: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

CONTACT NUMBER: \_\_\_\_\_ APPROX NO ATTENDING: \_\_\_\_\_

PURPOSE: \_\_\_\_\_

#### **FEES - PER DAY**

**Circle One:**      Mound Hill Shelter    Haskins Park Shelter    Canaday Park Shelter

\$40.00 – 10:00am to 3:00 pm \_\_\_\_\_  
\$40.00 – 4:00pm – Dark \_\_\_\_\_  
\$60.00 – All Day \_\_\_\_\_

**Ball Fields** - \$25.00 per day per field:

Ted Perry \_\_\_\_\_ 3 Fields  
K of P \_\_\_\_\_ 1 Field

#### **GUIDELINES FOR CITY FACILITIES**

- Person(s) obtaining a permit to use City Facilities must be at least 21 years of age and shall be responsible for the group's conduct and respect for the facility.
- If Admissions Fees are charged, including pre-sale and gate admissions, the City of Gallipolis will receive 10% of all **GROSS** earnings.
- There shall be no alcoholic beverages (without proper permits) or gambling equipment of any kind on the street or in the park(s).
- No passenger cars / trucks / or overnight camping will be permitted at any time.
- All dogs shall be on leashes and owners shall be responsible for all clean up.
- **Prior to placing any tents, stakes, or other items in the ground the renter must contact the City of Gallipolis to locate utility lines in and around the Park**

Your reservation for Haskins Park, Canaday Park, or the Mound Hill Shelter will be held until the **END OF THE NEXT BUSINESS DAY**. Failure to make payment and submit paperwork by the **END OF THE NEXT BUSINESS DAY** will result in your reservation being cancelled. If / when your **PAID** reservation is cancelled you may reschedule for a later date. However, there will be **NO REFUNDS** unless your reservation is cancelled by the City of Gallipolis.

In consideration for the use of City Facility noted herein, the undersigned agrees to hold the City harmless for any and all injuries or property damage suffered by the undersigned or his / her invitees and for any injuries or property suffered by a third party occasioned by the undersigned's use of such use of the facility. The undersigned is familiar with, and appreciates the risk of the use of the facilities noted herein and agrees to assume all risk associated with such use. If the City shall incur necessary expenses, or become obligated to pay attorney fees or court costs, the undersigned agrees to reimburse the City therefore.

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Signature of Applicant

Date

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Signature of City Manager or Designee

Date

DATE FORM COMPLETED: \_\_\_\_\_