

# CITY OF WARROAD

*on the shore of beautiful Lake of the Woods*



Telephone: 218-386-1454 • Fax: 218-386-3375 • E-mail: [cityadmin@warroadmn.org](mailto:cityadmin@warroadmn.org)

## ALLISON Park RENTAL APPLICATION FORM

**This application form and applicable fees must be provided to the City to before the city considers your reservation request. The city retains the right to deny the use of city facilities if your event will have any adverse impact on city facilities or the health, safety or welfare of the community.**

***Reservations cannot be made before the first of the year in which the event takes place.***

Date of Application: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Time of Event: \_\_\_\_\_

Individual(s)/Organization renting facility: \_\_\_\_\_

Print Name of Primary Contact Person: \_\_\_\_\_

Contact Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Type of Event:  Private Event  Public Event  Non-Profit Org/Church/Service Club

Will Alcohol be consumed?  Yes  No

Will Alcohol be sold?  Yes  No

City of Warroad Resident:  Yes  No

Anticipated # in Attendance: \_\_\_\_\_

Event Description: \_\_\_\_\_

Facilities requested:  Gazebo  Pavilion  Amphitheater

### **Liability Requirement**

I understand that I may have to provide proof of liability insurance in the amount noted within the Rental Information for the Allison Park facilities 30 days prior to my Rental. I hereby personally agree to defend, indemnify and hold harmless the City of Warroad, its employees and agents for any liabilities, judgments, losses, costs or charges (including attorney's fees) incurred by the City or any of its officials, employees or agents as a result of any claim, demand, action or suit relating to any bodily injury (including death), loss or property damage caused by, arising out of, related to or associated with the use of the Warroad Community Park facilities by the User or by the User's guests or invitees, except to the extent caused by the sole negligence, gross negligence or willful misconduct of the City or its officers, employees or agents.

In addition, if said event or function is sponsored by an organization, I hereby certify that I am an agent of the above-named organization/individual and have been authorized to accept in its name the responsibilities for observance of the rules and regulations of the City of Warroad as a condition of the issuance of this permit, that said organization will defend, indemnify and hold harmless the City of Warroad, its employees and agents for any liabilities, judgments, losses, costs or charges (including attorney's fees) incurred by the City or any of its officials, employees or agents as a result of any claim, demand, action or suit relating to any bodily injury (including death), loss or property damage caused by, arising out of, related to or

associated with the use of the Allison Park facilities by the User or by the User's guests or invitees, except to the extent caused by the sole negligence, gross negligence or willful misconduct of the City or its officers, employees or agents.

**Rental Fees**

To reserve your date, 50% of the rental fee is due when application is submitted. Fee will be refunded less \$25 if event is cancelled 30 days or more before the event date. No Refund if cancelled within 30 days of the event date. The remaining 50% is due prior to the event date.

**No Guarantee of Availability**

I understand that even though I have reserved the Allison Park facilities for the date and time specified in this application, it is possible that the facility may be unavailable for my use on that date if any major component necessary for the comfortable or safe accommodation of those intending to use the facility should fail or become non-functional prior to the date and time of my planned event. Therefore, the City of Warroad cannot and does not guarantee the availability of the facility for my event. In the event of a component failure the rental and deposit fees will be returned to the renter.

Component failures that could cause cancellation of my event include but are not necessarily limited to the heating, air conditioning or fire sprinkler systems.

I, as applicant, assume all risk that my event may have to be cancelled with or without prior notice in case of any such component failure which in the sole judgment of the City of Warroad makes it unsafe, impractical or economically non-feasible to accommodate my event as scheduled. I hereby waive any potential claim of liability against the City of Warroad resulting from any such cancellation and further hereby agree to hold the City of Warroad, its employees, agents and officers harmless from any and all claims or liability for any damages resulting or allegedly resulting to any person or entity as a consequence for the cancellation of my planned event due to the failure or non-functioning of any such component.

**Damages**

I understand that I will be responsible for the total cost of repair or replacement for any damage caused related to my event. Repair or Replacement will be determined by the City of Warroad.

**Acknowledgement**

I hereby confirm that I have read and will abide by the regulations and terms as provided on the Rental and General Use Agreement sheet. I acknowledge that signing this application form creates a binding contract between the City and me and/or the organization I represent.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Name of Organization/Group

\_\_\_\_\_  
Date

**Please Make Checks Payable to:  
Mail to:**

**City of Warroad  
P.O. Box 50  
Warroad, MN 56763**

**FOR OFFICIAL USE ONLY**

<p>Rental Fee: 50% Rental Fee: _____ Check No. _____ Date Received _____</p> <p>Balance of Fee _____ Check No. _____ Date Received _____</p> <p>Certificate of Insurance Date Received _____</p> <p>Checkout Form: Date Received _____ Final Insp. _____ Date/Initial _____</p>	<table border="1"> <thead> <tr> <th></th> <th style="text-align: center;"><u>Resident</u></th> <th style="text-align: center;"><u>Non-Resident</u></th> </tr> </thead> <tbody> <tr> <td>Large Event (greater than 50 people) (Includes use of gazebo)</td> <td style="text-align: center;">\$250</td> <td style="text-align: center;">\$325</td> </tr> <tr> <td>Private or For-Profit Organizations</td> <td style="text-align: center;">\$100.00 (full) \$ 50.00 (4 hrs)</td> <td style="text-align: center;">\$125.00 (full) \$ 65.00 (4 hrs)</td> </tr> <tr> <td>Non-Profit Organizations</td> <td style="text-align: center;">\$ 50.00 (full) \$ 25.00 (4 hrs)</td> <td style="text-align: center;">\$50.00 (full) \$25.00 (4 hrs)</td> </tr> <tr> <td>Gazebo Rental</td> <td style="text-align: center;">No Fee (&lt; 2 hrs) \$20.00 (4 hrs) \$50.00 (full-day)</td> <td style="text-align: center;">No Fee (&lt; 2 hrs) \$25.00 (4 hrs) \$65.00 (full-day)</td> </tr> </tbody> </table>		<u>Resident</u>	<u>Non-Resident</u>	Large Event (greater than 50 people) (Includes use of gazebo)	\$250	\$325	Private or For-Profit Organizations	\$100.00 (full) \$ 50.00 (4 hrs)	\$125.00 (full) \$ 65.00 (4 hrs)	Non-Profit Organizations	\$ 50.00 (full) \$ 25.00 (4 hrs)	\$50.00 (full) \$25.00 (4 hrs)	Gazebo Rental	No Fee (< 2 hrs) \$20.00 (4 hrs) \$50.00 (full-day)	No Fee (< 2 hrs) \$25.00 (4 hrs) \$65.00 (full-day)
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