

Pavilion Reservation Agreement 2019
Morrow's Meadow Park

The park has one large pavilion and two small pavilions available for public use at no charge **on a first come first served basis** when they are “not reserved”. The pavilion shelters may be **reserved** for a specific date or event at the following rates:

Large Pavilion **\$150 per use + tax= \$160.50 Friday-Sunday**
 \$90 per use + tax= \$96.30 Monday-Thursday

Small Pavilion **\$25 per use + tax= \$26.75**

Park Rules & Regulations:

1. Reservations will be accepted in person, by email (ehurley@yorktownindiana.org), or by calling the Town Manager's Office (759-4003). **These reservations are not confirmed until fees have been paid.** Unconfirmed reservations will be released if fees are not paid within a reasonable time as determined by the Town Manager's Office. Payment may be made with cash, credit card, or check or money order at the utility office in Town Hall, 9800 W. Smith St., or you may mail a money order or check made payable to “Town of Yorktown”. Please send to:

Town of Yorktown
Attn: Pavilion Reservations
2400 S. Russ Street, Suite 1
Yorktown, IN 47396

Please include the completed Reservation Form with your payment.

2. **All fees are non-refundable.** If cancellation is received within 14 days prior to the reservation date, we will try to provide an alternate date for your event. There are no refunds for inclement weather.
3. No tables or chairs are provided in the large pavilion. The two small pavilions have two picnic tables in each of them for your use. Charcoal grills are located at each of the two small shelters and two larger charcoal grills are near the large pavilion. Electricity is available at the large pavilion. Water can be made available for use upon prior notice at the large pavilion. Please have any rented tables or chairs removed as soon as possible after your event, as the pavilion will most likely be rented to someone else the next day. **The Town of Yorktown is not responsible for any damage or theft of items left in the park overnight.**

*There is **no service for electricity or water** at either of the two small pavilions.*

4. Restrooms are located toward the front of the park near the parking lot. If your needs require more restrooms or closer facilities, this will need to be arranged by you at your cost.
5. Please cleanup the area after your use. Trash receptacles are provided for you. It is very important to keep our park clean. Your cooperation is appreciated.
6. No alcoholic beverages are permitted in the park without pre-arranged permission from the Park Board. Specific conditions apply to obtain permission for alcohol.
 - You will need to arrange for a Special Event License, available through a special caterer or local bar.
 - The serving area must be a designated, roped off area and patrolled regularly by an authorized police officer who would check IDs. The cost of this officer will be at your expense.
 - All beverages should be served by a licensed bartender and ID's need to be checked appropriately.
7. The hours of park operation are from **dawn until dusk**. Any extension of hours for your event must be approved by the Park Board. This park is open to the public and cannot be closed for any event, unless it is a Town sponsored event which would be open to the public.
8. Fireworks are not permitted in any of our parks.

*This is a **clean, safe, and friendly park**. Let's all work together to keep it this way. Please properly dispose of all trash in the provided containers and leave the pavilions clean for the next person's use.*

Thank you for your help in keeping our parks clean and safe.

Thank you.
Yorktown Town Council

****For answers to any questions, please contact the Town Manager's Office**
(765)759-4003 or ehurley@yorktownindiana.org**

For your use to submit with your reservation request and payment:

Event date: _____ Day of week: _____

Estimated Time: from: _____ to: _____

Large: _____ Small/Pizza King side: _____ Small/River side: _____ **NON-PROFIT**** _____
Tax exempt docs required

Electricity Required? _____ Water Required? _____

Contact Name: _____

Contact Phone: _____

Address: _____

Wording for your "Reserved" sign:

INDEMNIFICATION AGREEMENT:

_____ (renter) agrees to defend, indemnify and hold harmless the Town of Yorktown from any claim, demand, suit, loss, or damage which may be asserted, filed, or recovered against or from the Town of Yorktown. Such indemnification shall apply to all reasonably foreseeable actions, including but not limited to any damage to property, personal injury, including death, sustained by any person or entity whomsoever and which damage, injury, or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense if caused in whole or in part by the negligence of _____ (renter), the Town of Yorktown, or by third parties, or by agents, servants, employees or factors of any of them. Further, the renter agrees to reimburse the Town for the cost of defense of any action or any recovery by a third party. All rules attached hereto are incorporated by reference and made part of this contract.

The parties hereby agree that Renter's exclusive remedy is that of liquidated damages limited to the actual cost of the rental paid to the Town of Yorktown.

Signature: _____ Date: _____

For Office Use Only:

Paid date: _____ Receipt # _____

Non-Profit Rate Reduction Granted: _____

Alcohol Permission Granted: _____