



City of Puyallup
 Parks & Recreation Department
 808 Valley Ave NW
 Puyallup, WA 98371
 Office: (253) 841-5457
 Fax: (253) 770-3369
 Police: (253) 841-5415
 www.puyallupparksandrec.com

PICNIC SHELTER RENTAL APPLICATION/AGREEMENT

Name or Group _____ Person in Charge _____

Address _____ City _____ Zip _____

Home Phone _____ Work Phone _____ Cell Phone _____

E-mail Address _____

Alternate Contact _____ Home Phone _____ Cell Phone _____

• Name of Park Shelter: _____ Event Date _____

(April-Sept) Time: 10:00am-3:00pm 3:30-8:30pm **Circle:** Sun Mon Tue Wed Thu Fri Sat

Type of Activity _____

Number of People Expected: _____

Does Applicant/Organization Carry Comprehensive Liability Insurance? Yes No

Amount \$ _____ Insurance Co. Name _____ Policy _____

The undersigned hereby applies to the City of Puyallup for use of the above facility and certifies the information is correct and furthermore agrees to abide by all ordinances, policies, and rules and regulations, which may apply. The applicant shall indemnify and hold harmless the City of Puyallup, its elected and appointed officials, its employees and agents from and against any and all claims, demands, suits, actions, payments and judgments as a result of injury or death of any person or property damage to any property sustained by applicant or any other persons which arise from or in any manner grow out of any act or omission on or about said facility by applicant, its agents, guests, or employees, in the execution of this rental agreement including any and all expenses, legal or otherwise, incurred by the city or its representatives in the defense of any suit or claim. Such indemnity shall not include claims arising as a result of the sole negligence of the City of Puyallup, its elected and appointed officials, its employees and agents.

Signed _____ Date _____

OFFICE USE ONLY

Date Application Received _____ By _____ Rental Amount _____ Receipt # _____

Approved By _____ Date _____

Ball Field Reservation: _____ Date _____ Hours _____

Lights _____ Hours _____ Amount Paid _____ Receipt # _____

ROUTING: Parks/Custodians _____ Police _____ Other _____

PICNIC SHELTER AND CITY PARK RULES AND REGULATIONS

Please do your part in obeying park rules and respecting the rights of other park users. Obeying the regulations listed below, and those rules posted in each park, will make everyone's park experience enjoyable.

1. This reservation form authorizes the designated group use of the facility indicated. The person in charge must have this form in their possession during the event.
2. The park closing times are posted at each park and may vary with the season.
3. When your reservation time has ended, please clean up and leave the shelter immediately, as other groups may have the shelter reserved.
4. Remove table covers, tape and any cooking oil or grease from tables and grills. Do not use nails or staples on tables. Wipe grills while warm and extinguish charcoal coals. Do not cook on tables.
5. Open fires are not permitted at any park site, except at areas designated by the Parks and Recreation Department.
6. Overnight camping is not permitted at any park site unless prior written permission has been received.
7. The use of ball fields and other areas must be reserved through the Recreation Division by calling 841-5457.
8. The display or consumption of alcoholic beverages is prohibited in parks or picnic facilities.
9. Do not tamper with sprinklers, fountains, circuit breakers, light plugs or rest room fixtures.
10. Do not climb on fences, tables, grills, fountains, backstops, fireplaces, trees, picnic shelters, monuments and play equipment unless designed for climbing.
11. Do not play on muddy ball fields, remove sand from play areas or put sand in or on play equipment, picnic shelters or rest rooms.
12. All dogs are required to be on a leash when in the park.
13. Horses are not allowed in any park.
14. Religious or political meetings or other assembly are prohibited without prior written permission.
15. Soliciting or sale of merchandise or services is not permitted in any park unless written permission has been received.
16. Fireworks or weapons are not permitted in any park without written permission.
17. Trees, shrubs, ferns, plants, flowers or other natural habitat are not to be removed from any park.
18. Use of any loudspeaker or mechanical means of amplification is prohibited unless written permission has been received. Sound from the amplification may not be heard over 20 feet from the source.
19. Smoking is prohibited in City parks.
20. Any infraction of the above rules and regulations could result in additional damage costs being assessed (Puyallup Municipal Code 9.20).

PICNIC SHELTER RESERVATION GUIDELINES

1. Reservations for City of Puyallup parks will be taken starting January 2. Reservations will be taken for the period April 1 through September 30.
2. All reservations are based on 5 hour time blocks.
3. An administrative fee of \$10 will be charged to all reservation refund requests.
4. No refunds will be given within 48 hours of the reservation date.
5. The City reserves the right to cancel a picnic shelter reservation.