



2801 89<sup>th</sup> Street  
Sturtevant, WI  
53177

(262) 886-7201

## VILLAGE OF STURTEVANT RESIDENTS PARKS AND RECREATION DEPARTMENT PARK RESERVATION FORM

Applicant Name \_\_\_\_\_

Sponsoring Group \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Nature of Event \_\_\_\_\_

Event date \_\_\_\_\_ Time(s) \_\_\_\_\_ a.m/p.m. to \_\_\_\_\_

(include set up and clean up time)

**Resident Park Rental Fees:**

- \$100 deposit , if no reported damage \$75 will be returned. Separate fee schedule for ball diamond rental.
- Alcoholic Beverage Permit- only available for Village sponsored functions. Must apply 60 days in advance
- Non- alcoholic beverage and food permit- \$50.00 per day\*
- Tents- \$25 per tent or canopy over 12' by 12' (separate application)

**Non-residents Fees are double those stated above**

Park Requested: **Fireman's Park:** \_\_\_\_\_

Park Shelter \_\_\_\_\_ (See separate application/agreement for Concession Stand rental)

Ball Diamonds: Beck \_\_\_\_\_ Karnopp \_\_\_\_\_ Woiteshek \_\_\_\_\_

**South Park** \_\_\_\_\_ **North Park** \_\_\_\_\_ **North Park Shelter** \_\_\_\_\_ **Other** \_\_\_\_\_

Special Requests\*\*: Electricity \_\_\_\_\_ Field Lights \_\_\_\_\_ Other \_\_\_\_\_

(\*\*See fee schedule for additional charges that may apply)

Estimated attendance: Adult \_\_\_\_\_ Children \_\_\_\_\_

I, the undersigned (representing the sponsor group), have read the conditions of use and general rules of the department regulating use of the facilities and agree to comply with them and further agree to indemnify the Village of Sturtevant from liability incurred by the Village by virtue of granting reservation and facility as per application and release the Village from any damages, losses, or additional costs incurred due to cancellation of this reservation by the Village. (Applicant for park use must be 18 years of age or older).

I also accept responsibility for the cost of additional charges incurred including, but not limited to, excess field and property damage as set per established fees. I understand I am responsible for contacting the Mt Pleasant/Caledonia Health Dept at (262) 835-6429 for any required food inspections and fees that may apply.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

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Permit Number _____	Damage Deposit \$ _____
Reservation fee \$ _____	Other \$ _____ TOTAL \$ _____

cc/ clerk/DPW/Public Safety

\*Additional food inspection fees may apply per Mt.Pleasant/Caledonia Health Dept.

MUNICIPAL OFFICE  
Mary Hanstad, Village  
Clerk/Deputy Treasurer  
262/886-7201

2801 89<sup>th</sup> Street  
Sturtevant, WI 53177  
Ph: 262/886-7201  
Fax: 262/886-7205



## APPLICATION FOR USE OF CONCESSION STAND AT FIREMAN'S PARK

Name of responsible person: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Not for Profit Organization :  Yes  No If Yes, FEN \_\_\_\_\_

Date(s) Requested: \_\_\_\_\_

Type of Event: \_\_\_\_\_

I, the undersigned (representing the sponsor group), have read the policy regulating use of the concession stand at Fireman's Park and Park Reservation Guidelines and agree to comply and further agree to indemnify the Village of Sturtevant from liability incurred by the Village by virtue of granting reservation and facility as per application and release the Village from any damages, losses, or additional costs incurred due to cancellation of this reservation by the Village.

I also accept responsibility for the cost of additional charges incurred including, but not limited to, excess property damage. I understand I am responsible for contacting the Mt Pleasant/Caledonia Health Dept at \_\_\_\_\_ for any required food inspections and fees that may apply.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

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Date Issued: \_\_\_\_\_

Deposit Paid: \_\_\_\_\_

Health Department Fee & Approval \_\_\_\_\_

Permit Type: \_\_\_\_\_ Park \_\_\_\_\_ Picnic (allows sale of beer & wine coolers)

Copy of Concession Stand Policy and Park Guidelines given to applicant:  Yes  No

Inspection completed and deposit returned less \$25 fee \_\_\_\_\_

Issued by: \_\_\_\_\_

3/08



## **USE OF CONCESSION STAND AT FIREMAN'S PARK**

**Purpose: To establish rules for use and fees for the concession stand at Fireman's Park.**

- 1. Any person or group wishing to use the concession stand shall submit an application for use to the Village Clerk. Applicants must be at least 18 years of age. All information shall be completed and signed. Any information not completed on the form shall render the form incomplete and invalid.**
- 2. There shall be a \$100.00 deposit for use of the concession stand. The deposit must be submitted with the application in order for the application to be valid. An inspection of the concession stand will be completed by Dept of Public Works prior to and after use of the building. After the final inspection, if there is no reported damage, \$75 of the deposit shall be returned to the applicant. Damages in excess of the \$100 deposit are the responsibility of the applicant. Sturtevant Youth Baseball will have use of the concession stand at no charge.**
- 3. Only bona fide clubs, county or local fair associations or agricultural societies, churches, lodges, or societies that have been in existence for at least 6 months or posts of veterans organizations may be granted a picnic license, which will allow for the sale of beer and wine coolers.**
- 4. Hours of use shall be in compliance with Village Ordinance unless a waiver is issued by the Village Board.**
- 5. Park reservation guidelines and rules will be obeyed with respect to use of the concession stand.**
- 6. Refer to Ordinance 9.18 Village Parks for further details on park regulations.**