



PARK USE APPLICATION FOR PERMIT

Peanick Park and Osage Beach City Park

Park Rainout Hotline: 573-302-7460

Ordinance Chapter 245: Parks and Recreation, Section 245.040

CITY OF OSAGE BEACH, MISSOURI

Reservations requested the day of the event may be taken at the discretion of the Parks and Recreation Department. Cancellations/modifications received less than 48 hours prior to the reserved date will not be eligible for refund/approval.

Applicant/Organization Name(s): _____ DOB: _____

Address: _____

Email: _____

Daytime Phone: _____ Evening: _____ Cell: _____

Event Name: _____

Type of Event: _____

Start Time*: _____ End Time*: _____ Date(s) of Event: _____

Field Lights Needed? YES _____ NO _____ If yes, Start Time: _____ End Time: _____

*Start and End Times MUST include setup and cleanup, if applicable.

	Qty/Hour	User Fee	Fees Due	Requested Facility & Park
Pavilion Rental* (designate pavilion name and which park in the space to the right <u>below</u>)				
<small>*Concession Pavilion rental may be subject to change if a field rental event requires concession usage</small>				
1/2 Day (4 Hours)		\$20.00		
Full Day (8 Hours)		\$35.00		
Sports Field Rental: <input type="checkbox"/> SOCCER - Field(s): # _____ <input type="checkbox"/> BASEBALL/SOFTBALL - Field(s): # _____				
<small>(check which applies and designate field # <u>above</u>; designate park name in the space to the right <u>below</u>)</small>				
Field Use/Per Field for Tournaments, Fundraisers, and Other Events, etc.				
Per Hour		\$15.00		
1/2 Day (4 hours)		\$50.00		
Full Day (8 hours)		\$100.00		
Youth Associations or other Private Leagues				
Game Play - Per Team, Per Season		\$45.00		
League Practice				
Per Hour, Per Field		\$5.00		
City Sponsored Leagues - Adults				
City Sponsored League Play (circle which applies): <input type="checkbox"/> CO-ED Softball League <input type="checkbox"/> MEN's Softball League <input type="checkbox"/> CO-ED Kickball <input type="checkbox"/> Other				
<small>(Designate TEAM NAME in the space to the right, <u>below</u>, and attach a separate sheet with list of team members.)</small>				
Game Play - Per Team, Per Season		\$325.00		
Concession / Vendors				
Concession/Vendor Fee (attach Concession/Vendor Permit)		Greater of - \$15.00 or 3% of Gross Sales		
TOTAL USER FEES DUE			\$	

Will the event have sponsors? YES _____ NO _____
 If yes, list all: _____

Will there be a general admission charge? YES _____ NO _____
 If yes, how much, what area, etc.: _____

Will banners or signs be displayed? YES _____ NO _____
 If yes, list all: _____

Will key(s) for facilities be needed? (If yes, key deposit required)
 -ONLY applies to Soccer Field lights at OB City Park
 and Baseball/Softball Field lights at Peanick Park- YES _____ NO _____

Will an Alcohol Permit be requested? YES _____ NO _____

Will you be requesting to sell your own food/drink/etc.?* YES _____ NO _____
 *If yes, Concession/Vendor Permit must accompany this permit application.

Agreement:

1. Applicant understands that reservations are only for designated area/facility permitted and limited to activity listed. Use of other areas/facilities not listed on the permit will result in User Fees assessed and may be grounds for removal from City property.
2. Reservations requiring the use of scoreboards &/or locked facilities after business hours require a deposit of \$20.00 by the permitted applicant. The permitted applicant shall be responsible for turning on and turning off all scoreboards &/or locking and unlocking the appropriate facilities in their care.
3. Admission/gate fees shall not be charged to the general public to any City facility for any event without prior approval from the City.
4. All sports field preparation shall be done by the Parks and Recreation Department. The Parks and Recreation Department may authorize field preparation by permitted event applicants.
5. Applicant agrees that tents, awnings, canopies and temporary structures or fences are not allowed with out prior approval in writing by the Parks and Recreation Department.
6. Applicant is responsible for cleaning, trash disposal and any repairs necessary as a result of the event.
7. The City reserves the right to cancel or revoke any permit at its discretion.
8. Applicant agrees to indemnify and hold harmless the City of Osage Beach, its employees and agents for all liability claims arising out of the event.
9. Applicant agrees to call the Park Rainout Hotline at 573-302-7460 prior to their event to make sure their rented facility is not closed due to unforeseen circumstances.
10. The City reserves the right to request a Certificate of Insurance showing the City as additionally insured with specific liability coverage as deemed necessary by the City.
11. Applicant agrees to comply with all City codes, applicable laws, regulations and orders of the City Administrator.

SIGNED: _____ DATE: _____

For Office Use

APPROVED: _____ DENIED: _____ If denied, list reasons: _____

Conditions of approval: _____

Permit Granted To: _____

Approved by: _____ Issue Date: _____

User Fees: \$ _____ Deposit(s) required for: _____ Deposit: \$ _____
 Check () Cash () Card () Check () Cash () Card ()

Amounts Paid: \$ _____ Rec'd by: _____

Concession/Vendor Use Fee owed: YES _____ NO _____ Due by: _____

Distribute copy of approved permit to APPLICANT.
 Original to remain with the Parks and Recreation Department.