



**PLEASE PICK UP KEY FOR
ELECTRIC BOX THE DAY
BEFORE THE RENTAL DATE**

CENTENNIAL PARK PICNIC SHELTER RESERVATION
Buchanan, Michigan 49107

APPLICANT INFORMATION

Applicant _____ Telephone _____

Address _____ City _____

Organization _____

Purpose of Use _____

Date of Use _____ Day of week _____

Start Time _____ End Time _____

Number of People _____ Number of Tables _____

FEEES AND CHARGES

Rental Fee: \$80.00 Date paid _____

Refundable deposit upon inspection: \$25.00* Date paid _____

**Refund check will be mailed the day after the first City Commission meeting following the date the keys were returned, provided there is no damage to equipment or shelter, or excessive clean-up of the Park is required.*

Other _____ (resulting from damage to shelter,
equipment, or excessive clean-up)

***Note: Rental fee will be refunded only if reservation is canceled at least one week in advance of the reserved date.**

302 N. Redbud Trail • Buchanan, Michigan 49107
(269) 695-3844 • Fax: (269) 695-4330
www.cityofbuchanan.com



CENTINNIAL PARK PICNIC SHELTER
RULES AND REGULATIONS

1. USER SHALL NOT DAMAGE OR REMOVE PROPERTY OF ANY SORT FROM THE SHELTER.
2. NO LITTERING
3. NO ANIMALS ARE ALLOWED TO RUN LOOSE OR BE TIED TO ANY TREES OR PLANTS. **USER MUST PICK UP AFTER PETS.**
4. NO HUNTING
5. NO OPEN FIRES
6. NO GLASS CONTAINERS
7. NO ALCOHOLIC BEVERAGES
8. NO PARKING OR DRIVING VEHICLES IN OTHER THAN DESIGNATED AREAS
9. NO RECKLESS USE OF BICYCLES
10. NO WEAPONS OR FIREARMS
11. PICK AND RETURN KEY AT CITY HALL ONLY IF ELECTRICITY IS NEEDED. IF KEY IS NOT RETURNED WITHIN THREE DAYS OF RENTAL, RENTER WILL BE BILLED RE-KEYING EXPENSES
12. NO SWIMMING OR WADING IN CREEK
13. ALL USERS MUST TAKE AND DISPOSE OF THEIR OWN GARBAGE. NO GARBAGE IS TO BE LEFT ON THE PREMISES
14. AFTER SUCCESSFUL INSPECTION IS COMPLETE, REFUND WILL BE ISSUED FOLLOWING THE NEXT COMMISSION MEETING.

AGREEMENT

I HAVE READ THE ABOVE RULES AND REGULATIONS AND WILL FULLY COMPLY WITH THEM AND THE ITEMS LISTED. I HAVE ALSO RECEIVED AND REVIEWED A COPY OF SECTIONS 20.085-20.809 OF THE BUCHANAN CITY ORDINANCES, AND UNDERSTAND THAT I AND OTHER MEMBERS OF THE ORGANIZATION RESERVING THE SHELTER MUST COMPLY WITH THE PROVISIONS OF THE ORDINANCES. I FURTHER UNDERSTAND THAT I MAY BE RESPONSIBLE FOR REIMBURSING THE CITY OF BUCHANAN FOR ITS REASONABLE CLEAN-UP AND REPAIR COSTS RESULTING FROM ANY LITTERING OF, OR DAMAGE TO CITY PARK FACILITIES.

Signature

Date

RESERVATION OF THE PICNIC SHELTER WILL NOT PROHIBIT OTHERS
FROM USING THE PARK

THIS FORM IS VALID ONLY AFTER THE RESERVATION FEE AND THE REFUNDABLE DEPOSIT HAVE BEEN PAID

CITY OF BUCHANAN
CENTENNIAL PARK PICNIC SHELTER RESERVATION