



**\*The pavilion rental permit should be carried with the permit holder at all times during the event \***

City of Clare

**AGREEMENT FOR RENTAL OF PARKS AND/OR FACILITIES**

**GENERAL INFORMATION**

1. Clare City Parks are open from 6 a.m. – 11:00 p.m., May 1 – Nov. 1. Parks may be winterized earlier if frost occurs.
2. Permits are recommended any ceremony or event.
3. Permit only assures use of the specified area of the park and not exclusive use of the park.
4. Picnic tables are assigned to picnic areas by group size based on approximately 8 people per table. Additional picnic tables will not be provided for groups who exceed the recommended picnic area capacity.
5. Relocation of picnic tables from one area to another is prohibited.
6. We recommend you post a “reserved” sign on the pavilion the morning of your event.
7. No confetti decoration is allowed in the parks. Confetti is a danger to local wildlife and is very difficult to dispose of.
8. **NO ALCOHOLIC BEVERAGES ALLOWED IN ANY CITY PARK.**
9. There shall be no commercial for profit activity within the City parks unless expressly sanctioned by the City. Whether such activities shall be approved within City park land shall be within the sole discretion of the City Commission.
10. Parks may not be reserved before January 1 of each year.

**SHAMROCK PARK**

- Little league baseball diamond
- (1) Large picnic pavilion w/electricity
- (1) Small picnic pavilion w/electricity
- Indoor Restrooms
- Playground equipment
- Grills
- Shamrock Lake (62 acres)
- Ice-skating rink (seasonal)
- **Pavilion 1 (Large-120 x 60) 120 People**
  - 15 picnic tables (1 Handicapped)
  - Electricity
- **Pavilion 2 (Small- 24 x 48) 48 People**
  - 6 picnic tables (1 Handicapped)
  - Electricity

**PETTIT PARK**

- Potable water
- Indoor Restrooms & Showers
- Playground equipment
- Grills
- Camp Sites, electric and primitive
- **Pavilion (30 x 56) 64 People**
  - 8 picnic tables (All Universal Access)
  - Electricity

**CLARE CITY PARK**

- Potable water
- Temporary skateboard park (seasonal)
- No restrooms
- **Pavilion 48 People**
  - 6 picnic tables (1 Handicapped)
  - Electricity

**FEES: (Prices may change annually as of June 30 upon approval of the City Commission. Uncollected fees at the time of reservation will be deducted from a resident’s deposit or billed accordingly for non-residents prior to park use.)**

**Resident**

Shamrock Large Pavilion (Full Rental): \$50 Deposit  
Shamrock Large Pavilion (Half Rental): \$25 Deposit  
Shamrock Small Pavilion: \$25 Deposit  
Pettit Pavilion: \$50 Deposit  
City Park Pavilion: \$25 Deposit

**Non-Resident**

Shamrock Large Pavilion (Full Rental): \$75 Fee  
Shamrock Large Pavilion (Half Rental): \$50 Fee  
Shamrock Small Pavilion: \$50 Fee  
Pettit Pavilion: \$75 Fee  
City Park Pavilion: \$50 Fee

*This permit grants the following named team or group the use of the following facility at the stated times. (In the event a regular City of Clare event is scheduled at the same time, the City event will take precedence). No refunds or rain checks will be issued. In the event this group or team decides not to use the above facility on the above date, they are urged to call 386-7541 to inform the Parks and Recreation Department.*

Contact Person \_\_\_\_\_ Phone ( ) \_\_\_\_\_ E-Mail \_\_\_\_\_

Address \_\_\_\_\_ City Resident? YES? / NO? City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Park/Pavilion Requested \_\_\_\_\_ # in Party \_\_\_\_\_ Reason for Request \_\_\_\_\_

Use Date(s) \_\_\_\_\_ Time From \_\_\_\_\_ to \_\_\_\_\_

**RELEASE AND HOLD HARMLESS AGREEMENT**

It is agreed by the organization using the facilities that it will be responsible for any damage to property. It is further agreed that the signing party will hold the City of Clare harmless for any damage or injury that the signing organization might incur during its use and occupation of the above named facilities. It is further agreed by the organization that all debris deposited during the usage of the above named facility shall be picked up and properly disposed of. **Any damage would be an additional charge to the rental fee.**

Signature of Organization Representative/Individual \_\_\_\_\_ Date \_\_\_\_\_

**Office Use Only:** City Resident? \_\_\_\_\_ Amount \_\_\_\_\_ Cash \_\_\_\_\_ Ck# \_\_\_\_\_ Date \_\_\_\_\_ Staff \_\_\_\_\_

**Office Use Only:**

Signature of City Buildings and Grounds Maintenance Director \_\_\_\_\_ Date \_\_\_\_\_

City Resident Yes [ ] No [ ] Refund Yes [ ] No [ ] Inspected by \_\_\_\_\_ Notes \_\_\_\_\_