

Pavilion Registration Form

Head of Household (First & Last Name): _____ Date of Birth: _____ Male / Female
 Address: _____ Apt #: _____
 City: _____ Zip _____ Email: (Required) _____
 Phone: (Primary) _____ Secondary) _____ (Other) _____
 Emergency Contact #1 (Req.) _____ Emergency Contact #2 (Req.) - ***Not living in household***
 Name: _____ Relation: _____ Name: _____ Relation: _____
 Primary #: _____ Alt.: _____ Primary #: _____ Alt.: _____

Type of event (birthday party, family reunion, graduation party, etc.): _____

Are you renting on behalf of another organization? If so, please provide the full name of the organization and if the organization's purpose is of political nature. Organization Name: _____

Political Nature: Yes* No

*If yes, Director/Manager approval required. Director/Manager Approval: _____ Date: _____

	Request Date (1 st Choice)	Requested Date (2 nd choice)
Dodge Park #1	___/___/___	___/___/___
Dodge Park #2	___/___/___	___/___/___
Dodge Park #4	___/___/___	___/___/___
Farmstead	___/___/___	___/___/___
Nelson	___/___/___	___/___/___

Arrival Time:	___:___AM/PM
Departure Time:	___:___AM/PM
Head Count:	_____
Catering/Food Truck:	YES NO

A \$100.00 security deposit is required at the time of your reservation rental request. The pavilion will be inspected by renter and Sterling Heights Parks and Recreation staff at the start and conclusion of your event. The security deposit will be refunded in full by a credit card refund* or by city check within 4-6 weeks only once it is determined that the pavilion was left in the same condition as the start and that there is no damage.

Initial: _____

Department of Parks and Recreation Release, Waiver, Hold Harmless, Indemnity and Participation Agreement

- I have read and understand the pavilion rental rules and guidelines provided to me by the Parks & Recreation Department and agree to abide them. Initial: _____
- I understand that I am responsible for myself and those in my group during the rental of the picnic pavilion. Initial: _____
- I understand that my security deposit will only be refunded if the pavilion was left in an acceptable condition as deemed so by the Parks & Recreation Department. Initial: _____
- I understand that I will be present at the start and end of my pavilion rental to review the pavilion condition with city staff, and understand that this is required to potentially receive my security deposit. Initial: _____
- I understand that misrepresentation of my event and/or capacity could result in my (including my guests) removal from the park and/or forfeit of my security deposit. Initial: _____
- I understand that the Splash Pad admission fee is ***NOT*** included in my rental fee for **non-resident guests**. Initial: _____
- In consideration of the City of Sterling Heights, City of Sterling Heights Department of Parks and Recreation ("City") allowing me and/or my child or ward access to and use of the Community Center, Senior Center, Nature Center and its amenities, I for myself, spouse, and child or ward agree to: (A) Assume all risks of injury and property damage and accept all responsibility in case of accidents, injury or death; (B) RELEASE AND HOLD HARMLESS AND AGREE NOT TO SUE the City, its employees, and elected or appointed officials, for any claim, damages, costs or cause or action which I may have or suffer or may in the future have or suffer as a result of any accident, injury including death or damages sustained or incurred while accessing or using the Community Center, Senior Center, Nature Center and its amenities, even if arising from their negligence, to the fullest extent permitted by law; and, (C) agree to indemnify, defend, and hold harmless the City, its elected and appointed officials, and employees from any and all claims for injuries, damages or loss, of any kind whatsoever arising in any way in connection with my access to and use of the Community Center, Senior Center and its amenities.

Participant Signature _____

Date _____

Name (Print) _____

For office use only

Security Deposit Received on _____ Form of Deposit _____ ID Verified: YES / NO

Security Deposit Refunded: YES / NO If no, please state in detail the reason for denied security deposit refund. (Attach photos)