



PARK RAMADA RESERVATION REQUEST FORM

Community Services Department
404 E. Florence Boulevard, Casa Grande, AZ 85122
(520) 421-8677 • Fax (520) 421-8678 • parksrecreg@casagrandeaz.gov

PARK RESERVATIONS

Local groups may reserve a City park by notifying the Parks & Recreation office no less than seven (7) business days prior to date of use, although the more notice, the better your chances of securing a park. Check our website, www.casagrandeaz.gov/rec/parks for a complete list of parks, maps and photos of parks. **Park areas may be closed for service or maintenance.** Depending on the activity, groups may need to go through the Special Event Application process. For further information, contact the Parks & Recreation office at (520) 421-8677.

NO REFUNDS OR CREDITS

RESERVATION OF RAMADAS / PARK AREAS ARE AS IS. There is no guarantee the availability of power due to overloading, malfunctions, or vandalism. No refunds or credits for any cancellations or malfunctions (i.e., no power, trash, etc.) and/or the event another group is set up at your Ramada. You are responsible for providing your confirmation to the group and/or notifying a Park Ranger (520-421-8700). If your event is rained out, you may contact the Parks & Recreation office within three (3) business days to reschedule your event.

Reservable Parks

\$25 (4-hour minimum required) / \$6.25 per additional hour (Visa or MasterCard only).

PAYMENT DUE AT TIME RESERVATION IS MADE. For cash or check payments, reservations must be made at the Parks & Recreation office.

SELECT PARK YOU WOULD LIKE TO RESERVE

Carr McNatt Park

Ramada A B D E

Dave White Park

Ramada A B C D

Ed Hooper Park

Ramada A B

North Mountain Park

Ramada A B C

O'Neil Park

Ramada

Peart Park

Ramada A B Amphitheater

Villago Park

Ramada A B C D Amphitheater

For a list of First Come, First Serve Parks, check our website www.casagrandeaz.gov/rec/parks.

PLEASE ANSWER QUESTIONS BELOW

***REQUIRED FIELDS**

*Name _____ Organization _____ *Date of Birth) _____ Email Address _____

*Mailing Address: _____ *City _____ *Zip _____ *Phone # _____

*Name of Alternate Contact Person _____ *Relation _____ *Alternate Contact Phone # _____

*Park Reservation confirmation to be Mailed Emailed *Confirmations are sent out the week of your event.

Date Requested: _____ Requested reservation times: _____ (i.e., 11:00 a.m. – 3:00 p.m.)

What type of event are you hosting?

- Birthday Party Campout Church Picnic Family Picnic Company Picnic
 - Baby Shower Wedding Religious Event Special Event Other _____
- (Open to the Public)

Approximate amount of people? _____ (Depending on amount of people, deposits may apply) **Will you have alcohol?** Yes No
NO GLASS CONTAINERS ALLOWED IN PARKS. ALCOHOL PERMITS ARE REQUIRED FOR PEART, O'NEIL, NUTT, AND ELLIOTT PARKS. Permits are free and issued to the responsible party for the event. Permits must be obtained in person at the Parks and Recreation office.

Will you have amplified music/sound? Yes No If yes, type (i.e., d.j, band) _____

Please Note: Amplified music only allowed at Dave White Park, Villago Park and Peart Park.
ALL AMPLIFIED MUSIC MUST CEASE BY 8:00 P.M. AT DAVE WHITE PARK AND VILLAGO PARK; 10:30 P.M. AT PEART PARK.

VENDORS IN PARKS

Personally owned inflatables are not permitted in City parks.

Park users must use a vendor that meets City requirements and must notify the Parks and Recreation office at least a week prior to reservation date.

Will you have outside vendors? Yes No If yes, what type (i.e., jumping castle, caterer) _____ Other _____

NAME OF VENDOR/COMPANY: _____ Other Requests: _____

NO WATER FEATURES ALLOWED

Inflatables that require water such as slip and slides, dunk tanks, water tag, water balloons, etc. are NOT permitted.

NO VEHICLES IN PARKS.

No sales in parks without prior approval from the Director.

COMPLETE PAYMENT METHOD

Name on Card: _____ Visa MasterCard

Card Number

Expiration Date:

CVC 3-digit Security Code: _____

Authorized Cardholder Signature _____

Staff _____