

# BRIER PARK FACILITIES ADVANCE REQUEST FORM

Please fill in all highlighted areas (Check or Cash only)

REQUESTED BY: \_\_\_\_\_ PHONE # \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_

Do you plan to have a Bounce House? \_\_\_\_\_ If yes, please provide a Certificate of Insurance listing the City of Brier as additional Insured at least two weeks prior to you event.

Does your organization have insurance or Bond? \_\_\_\_\_ Please attach a copy if applicable.

FACILITY REQUESTED ( ) BASEBALL FIELD – EAST ( ) PICNIC SHELTER  
\$8.00 per hour Resident \$40.00 – Non-Resident \$60.00 – 4 hours  
( ) BASEBALL FIELD – WEST ( ) FOOTBALL/SOCCER FIELD  
\$8.00 per hour \$16.00 per hour

\*WEST BASEBALL FIELD FOR CHILDREN 12 YEARS AND UNDER ONLY

FACILITY USE ( ) GAMES ( ) PRACTICE  
( ) OTHER (Please specify type of event and how many guests)  
Event type \_\_\_\_\_ Number of guests \_\_\_\_\_

DAYS REQUESTED \_\_\_\_\_ ALTERNATE DAYS \_\_\_\_\_

TIME REQUESTED \_\_\_\_\_ ALTERNATE TIME \_\_\_\_\_

## AGREEMENT:

The undersigned hereby makes an application to the City of Brier, Parks and Recreation Department for the use of the facility requested above and certifies that the above information is correct. The undersigned agrees to exercise the utmost care in the use of the City facilities and property and to indemnify, defend, save and hold the City harmless from all liability resulting from the use of said facilities. The undersigned further agrees to adhere to all rules and regulations of the City of Brier. The undersigned agrees to pay in advance for all the fees associated with this request. The City does not guarantee that power or water will be available and recommends that you post the letter that you will receive the morning of your event. The City does not have after hours or weekend staff to monitor the park. It is also recommended to bring trash bags to clean up after yourself. No vehicles are to be driven onto the fields.

**There are no refunds for any reason for picnic shelter reservations.**

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## OFFICIAL USE ONLY

DATE RECEIVED: \_\_\_\_\_  
APPROVING OFFICIAL: \_\_\_\_\_  
APPROVAL NOTICE: \_\_\_\_\_  
SENT TO APPLICANT: \_\_\_\_\_

DATES APPROVED: \_\_\_\_\_  
TIMES APPROVED: \_\_\_\_\_  
SCHEDULING FEE: \_\_\_\_\_