



Town of Monument

Park Reservation Application

645 Beacon Lite Rd., Monument CO 80132

719-884-8047

www.townofmonument.org

Park/Facilities Requested: (check 1)

Dirty Woman Creek Park (304 Mitchell Ave.)

- Pavilion (and grills on the north side of the pavilion)
- Sports Field (bring your own sports equipment)

Santa Fe Trail Baseball Fields (99 Santa Fe Ave.)

- North Field
- South Field

Park Reservation Fees/Deposits:

- \$50 Use Fee for the First 4 Hours – Plus \$15 Per Each Additional Hour
- \$35 Non-Refundable Maintenance Fee Per Date Requested
- \$100 Refundable Damage Deposit

FOR TOWN USE ONLY
DATE RECEIVED: _____
Fee received: <input type="checkbox"/> CHECK <input type="checkbox"/> CREDIT CARD <input type="checkbox"/> CASH
Deposit rec'd: <input type="checkbox"/> CHECK <input type="checkbox"/> CREDIT CARD <input type="checkbox"/> CASH
RECEIVED BY _____
DATE APPROVED: _____
APPROVED BY: _____

Applicant Information (all fields are required)	NAME OF APPLICANT		ORGANIZATION (if applicable)	
	APPLICANT ADDRESS		CITY	STATE ZIP+4
	ORGANIZATION ADDRESS (if applicable)		CITY	STATE ZIP+4
	CONTACT PHONE - home	work	cell	
	CONTACT EMAIL			
	DATE(S) OF REQUESTED RESERVATION		TOTAL # OF PEOPLE (>100 requires a Special Event Permit)	
	START AND END TIME OF REQUESTED RESERVATION		TOTAL # HOURS	
	DESCRIBE THE ACTIVITY OR EVENT FOR WHICH THE RESERVATION IS REQUESTED		TOWN USE ONLY: TOTAL FEE REQUIRED	

Please Attach the Following Documents

- Certificate of Insurance (if required)
- Signed Use of Town Recreational Facility/Sports Field Release of Liability and Indemnification Agreement
(For Sports Team Reservations - Parents of all minors participating need to sign and date the last page of the Agreement)

APPLICANT'S SIGNATURE	PRINTED NAME	DATE
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