

**CITY OF SPRING LAKE PARK  
PARKS & RECREATION DEPARTMENT**  
1301 81st Ave NE, Spring Lake Park, MN 55432  
763-792-7201

**Park Facilities Permit Application**

Applicant Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Name of Organization \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Email Address \_\_\_\_\_

Event Description \_\_\_\_\_

Date(s) of Use \_\_\_\_\_ Time \_\_\_\_\_ # Attending Event \_\_\_\_\_

Use: One-Time \_\_\_\_\_ Weekly \_\_\_\_\_ Monthly \_\_\_\_\_

**Park Amenity Request - check appropriate box(es)**

	<b>*Able</b> 8200 Able St		<b>Terrace</b> 410 79th Ave		<b>Sanburnol</b> 520 Sanburnol Dr		<b>Triangle</b> 901 Dee Place	<b>Westwood</b> 8450 Westwood Rd	<b>**Lakeside</b> 7840 Pleasant View Dr	
<b>Park Building</b>										
<b>Picnic Shelter</b>			East	West						
<b>Softball Field</b>	North	South	East	West	North	South				
<b>Gazebo</b>										
<b>Volleyball Court</b>	East	West							East	West
<b>Football Field</b>										
<b>Hockey Rink</b>										
<b>Tennis/Pickleball Court</b>										

*\*Able Park - Park Building unavailable 7:00am - 5:00pm M-F in June, July, & August.*

*\*\*For Lakeside picnic shelter & gazebo rentals, call Mounds View Parks & Recreation to reserve 763-717-4040.*

**Special Requests (Chairs, Tables, ect.).**

**Facility Fee Information**

All rentals are subject to MN Sales Tax

Damage/Clean up Deposit Required on all rentals

FACILITY	RESIDENT		NON-RESIDENT	
	HALF DAY	FULL DAY	HALF DAY	FULL DAY
Park Building	\$100.00	\$200.00	\$150.00	\$250.00
Picnic Shelter	\$25.00	\$50.00	\$50.00	\$75.00
Softball Field	\$25.00	\$50.00	\$50.00	\$75.00
Gazebo	\$25.00	\$50.00	\$50.00	\$75.00
Volleyball Court	\$10.00	\$20.00	\$20.00	\$40.00
Football Field	\$50.00	\$100.00	\$100.00	\$200.00
Hockey Rink	\$50.00	\$100.00	\$100.00	\$200.00
Tennis/Pickleball Court	\$10.00	\$20.00	\$15.00	\$25.00

*Half Day = up to 4 hours*

*Full Day = between 4-8 hours*

ITEM	FEE
Damage/Clean Up Deposit (required)	\$100.00
Lost Key Fee	\$50.00
Athletic Field Use by Youth Sports Teams	\$12.00 per rostered player per sports season
Field Lined	\$35.00
Lights	\$40.00 per field/rink

**General Rules**

***All users agree to abide by the following facility rules***

1. Applicants shall assume full responsibility for the conduct of their entire group. Children must be under the direct supervision of an adult at all time and behave in such a manner as to not cause damage.
2. Use only the space approved for your use.
3. Adhering decorations to walls and/or ceiling require prior approval.
4. Use of confetti and glitter is not allowed.
5. Open flames are prohibited.
6. Smoking (including E-cigarettes), alcohol, and cannabis use are not allowed on the premises.
7. The facility shall be left in the same conditions and set up as upon arrival. The User will be responsible for all damages, including those in excess of the damage deposit.
8. Permits may not be assigned, transferred or sub-let to anyone other than the applicant.

\*Additional rules may apply for Park Building rentals. See online for more details.

**Property Damage:** The User agrees to pay the City for any physical damage to the facility or its contents during their use. The User also agrees to replace or pay for the cost of replacement for any missing items.

**Indemnification:** The User shall defend, indemnify and hold harmless the City and its officials, employees and agents from any liabilities, judgments, losses, costs or charges (including attorney’s fees) incurred by the City or any of its officials, employees or agents as a result of any claim, demand, action or suit relating to any bodily injury (including death), loss or property damage caused by, arising out of, related to or associated with the use of the facility by the User or by the User’s guests, except to the extent caused by the sole negligence, gross negligence or willful misconduct of the City or its officers, employees or agents.

**Waiver and Assumption of Risk:** The User knows, understands and acknowledges the risks and hazards associated with using the facility, and hereby assumes any and all risks and hazards associated therewith. User hereby irrevocably waives any and all claims against the City or any of its officials, employees or agents for any bodily injury (including death), loss or property damage incurred by the User as a result of using the facility and hereby irrevocably releases and discharges the City and any of its officials, employees or agents from any and all claims of liability.

**By signing this application, I declare that I have read, understand, and agree to all terms and conditions of use.**

Signature \_\_\_\_\_ Date Submitted \_\_\_\_\_

***Please make checks payable to “Spring Lake Park Recreation Department” and return to Spring Lake Park Recreation Department at 1301 – 81st Ave NE, Spring Lake Park MN 55432. For more information contact us at 763-792-7201.***