

# UTE CITY PARK SHELTER RESERVATION AGREEMENT



Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Event Date: \_\_\_\_\_

Event Type: \_\_\_\_\_

I understand that a \$40 deposit and \$40 rent is required to reserve the park facilities on this date. I understand that the \$40 deposit is refundable, provided the park facilities are left in as good condition as they are found, and the key to the facilities is returned promptly. I understand that possession or consumption of alcoholic liquors, wine, or beer is prohibited. I agree to abide by the rules imposed by the City of Ute for park use, and I further agree that I will remove and properly dispose of all garbage and other waste material and return the key to City Hall & if on a weekend, I will put the key in the slot in the door.

Signed \_\_\_\_\_ Date \_\_\_\_\_

**INCLUDED IN RENTAL:** Enclosed Park Shelter with Interior Lights, 4 Electrical Outlets (Bring Drop Cords), Picnic Tables, Small Outdoor Grill, Tennis Court, Roller Blade Area, Swings and Other Playground Equipment, Restroom, Ceiling Fans at Shelter House, 2 Big Trash Bags, 2 Smaller Trash Bag for Restrooms, Kitchen with Fridge/Freezer, Oven/Stove, Sink, and Microwave.

**Possession or Consumption of Alcoholic Liquors, Wine, or Beer is Prohibited. See backside for renter instructions**

Pick up the key to the park facilities at City Hall within 3 days of the reservation date. Return the key to the City Clerk within 3 days following the reservation date.

**DEPOSIT WILL BE REFUNDED AFTER PARK PREMISES ARE INSPECTED FOR CLEANLINESS AND DAMAGE.**

It is the renter's responsibility to take all garbage and waste material to the park dumpster and make sure the park is clean and ready to be used as you found it.

If you have any problems or suggestions, please contact City Hall at 712-885-2237.

**Thank you for your cooperation.**

# Ute City Park Rules and Regulations

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## The City will provide:

### *Main Park Shelter Building*

- Includes: closable open-air windows, four (4) electrical outlets (no extension cords provided), ceiling fans, overhead lights

### *Enclosed Kitchenette*

- Includes: prep sink, cupboards, four (4) electrical outlets

### *Trashcans (4 Total with Bags Provided)*

- Large trashcan for the main building
- Small trashcan in the kitchenette
- Small trashcan in each bathroom

### *Bathrooms*

- Two (2) outlets in each bathroom

### *Picnic Tables*

- For indoor or outdoor use

### *Cleaning Supplies*

- Three (3) brooms and dustpan

### *Outside Amenities*

- Benches
- Outdoor grill
- Basketball court and rollerblade area
- Playground equipment
- Drinking fountain

## **Possession or consumption of alcoholic liquors, wine, or beer is prohibited.**

The park key is available for pickup at City Hall up to three (3) days before your reservation date. Keys must be returned to the City Clerk within three (3) days following your reservation date. You may return during normal business hours or place the key in a reusable plastic bag and drop in the slot at City Hall. Deposit will be refunded after park facilities are inspected for cleanliness and damage.

## **Before you leave, it is your responsibility:**

### *Main Shelter Building*

- Latch all windows
- Sweep the floor
- Take out trash
- Turn off all lights
- Lock door

### *Kitchenette*

- Take out trash
- Sweep the floor
- Turn off all lights
- Lock door

### *Bathrooms*

- Take out trash
- Turn off all lights
- Lock doors

All garbage and waste material can be thrown away in the park dumpster.

If the park dumpster is not available, trash should be taken to the water plant.

— *Please make sure the park facilities are clean and ready to be used to ensure a full deposit return* —