

North Liberty Recreation Department



Park Shelter Reservation Form

Date: _____

Name of Renting Group/Individual: _____

Contact Person: _____

Address: _____ City: _____ Zip: _____

Phone: Home: _____ Cell: _____ Date of Birth: _____

Type of Activity: _____

Date(s) of Activity: _____ Email: _____

Start Time: _____ End Time: _____

Estimated Attendance: _____

Serving Food or Drink? _____ If yes, what items: _____

Reservations are not approved until a phone call is received from a NL staff member.

Shelter Reservation are \$5.00 for a four-hour time block. Payment must be made upfront for all rentals.

Choice	Shelter	Capacity	No. Tables	Bathrooms	Electricity
	Liberty Center Gazebo	40 people	1 Table	No	Yes
	Penn Meadows — North	40 people	4 Tables	No	No
	Penn Meadows— Middle	40 people	4 Tables	No	No
	Penn Meadows—South	40 people	4 Tables	No	Yes
	Quail Ridge	50 people	4 Tables	Yes	Yes
	Old Town Gazebo	40 people	4 Benches	No	Yes
	Bike Trail Shelter	15 people	2 Tables	No	Yes
	Deerfield Park	40 people	4 Tables	No	No

Park Rules & Regulations

- Park reservations are made on a first come first serve basis.
- Picnic tables may not be moved to other areas of the park.
- Additional tables and chairs may be brought in—provided they will not damage the park.
- Please inform recreation staff of your intentions as soon as possible.
- Alcohol of any kind is not allowed in city parks.
- Pets must be kept on a leash and must be cleaned up after.
- All trash is to be placed in the appropriate receptacles prior to departure.
- No motorized vehicles allowed on park ground. Designated areas only.
- All City Parks close at 10:00PM
- All other park and police rules must be obeyed.

Signature: _____ Date _____

Credit Card #: _____ Exp: _____ Security Code: _____
(Visa, Master Card, American Express)

Staff Initials: _____