

**CITY OF GONZALES
PARKS AND RECREATION DEPARTMENT
RESERVATION REQUEST**

User Fee (Clean Up Fee) refunds will be made payable to the following:			
Name			
Address/Phone			
Date Reservation Made/Paid			
Reservation Made By:		In Person	E-Mail
Event Type/Date/Time		Fax	Mail
		Phone	
Fees	Facility	Check Facility Reserved	Amount Collected
User Fee per Facility: \$50.00 User Fee-Refundable <u>\$75.00 User Fee-Non-Refundable</u> \$125.00 Total User Fee <u>Light Fee: \$30 per day</u> <u>Non-Refundable</u> **In addition to reservation fee**	Market Square		\$
	Museum Amphitheater		
	Pavilion-Brickyard		
	Pavilion-East Avenue Lions		
	Pavilion-Lions		
	Pavilion-Rotary		
	Disc Golf Course		
	Soccer Fields		
	Independence Park: 1 JB Wells: 1 2 3 4		
\$50.00 User Fee-Refundable \$100.00 User Fee-Non-Refundable Light Fee: \$30.00 per day	Independence Park Arena		\$
\$50.00 User Fee-Refundable \$50.00 User Fee-Non-Refundable	Independence Park Show Barn Pavilion- Rotary Jr.		
User Fee Per Volleyball Court \$25.00 User Fee-Refundable <u>\$25.00 User Fee-Non-Refundable</u> \$50.00 Total User Fee <u>\$30.00 Light Use Non-Refundable</u> \$80.00 Total **Light fee is not per court onetime fee**	Volleyball Courts: 1 2 3 4 5 6 Circle courts to be used: 1 is the farthest on east side. Circle items required: Lights Fields Chalked		\$
Quadruplex/Little League Fees: Per field \$75.00 Per Fee-Refundable <u>\$75.00 User Fee-Non-Refundable</u> \$150.00 Total User Fee <u>\$30.00 Light Use Non-Refundable</u> \$180.00 Total Circle items required: Lights Fields Chalked Concession stands	Quadruplex-Field #1 Softball Quadruplex-Field #2 Softball Quadruplex-Field #3 Softball Lighted Quadruplex-Field #4 Softball Baseball Little League Field #1 Little League Field #2 Little League Field #3		\$
REFUND POLICY			
<ul style="list-style-type: none"> • Full refund will be issued 14 days prior to Rental Date. • Half refund will be issued if cancelled 7-13 days prior to Rental Date. • No refund will be issued with a cancellation of 0-6 days prior to the Rental Date. • Weather related cancellation will be rescheduled or refunded. • All fees and deposits must be paid at time of reservation. 			
Total amount collected			\$
100-4-404.403 Total amount collected-non-Refundable			\$
100-2-215.000 Total amount collected-Refundable			\$

I, the undersigned, understand that all areas that can be reserved by the public are cleaned on a weekly basis. I understand that it is my responsibility to inspect an area upon reservation. **If the area of the unit needs to be cleaned, I will notify the City of Gonzales at (830) 672-2815.** I understand that the user fee (clean up fee) required to reserve City facilities is refundable if the area is left as clean as it was found. If the deposit is refunded to you, it will be processed and mailed to you in three to four weeks after the event is held. The refund will be in the form of a check.

RELEASE FOR ALL FACILITIES

The undersigned, on behalf of myself, my organization, my heirs, and my assigns, and in consideration of my use of the property, named on this form, of the City of Gonzales does hereby waive, release, absolve, indemnify, and agree to hold harmless the City of Gonzales from any liability whatsoever for damages for injury to any person or property resulting in any way from the undersigned's use of said property.

Signature	Date
City of Gonzales Employee	Date