

City of Aurora

Park Shelter/Field Rental Application

21420 Main St.
Aurora, OR 97002
Ph 503.678.1283 Fax 503.678.2758

(Fill out completely and print legibly)

APPLICANT/ORGANIZATION INFORMATION (PERSON/GROUP RESPONSIBLE)

Applicant/Responsible Party: _____
 Address/City/State/Zip: _____
 Phone: _____
 Primary Contact: _____
 Contact Phone: _____ Email: _____

EVENT INFORMATION

Area Requested: Main St. Shelter Liberty St. Shelter Amphitheater Shelter Ball Field
 Requested Date: _____
 Nature of Event: _____
 Estimated Attendance: _____
 Are you requesting (check all that apply): Alcohol Amplified Music Catering
 Annual Event Fund Raising Other (please specify): _____

FEES (per area used)

(City Resident/Non-Resident)

Main/Liberty Shelter Rental Fee	(\$75/\$100)	\$ _____
Amphitheater Shelter Rental Fee	(\$100/\$150)	\$ _____
Ball Field Rental Fee	(\$50/\$50)	\$ _____
Cleaning/Damage Deposit (refundable)	(\$200/\$200)	\$ _____
TOTAL FEES (must be paid in full to process application)		\$ _____

PAYMENT

Method of Payment: Cash Check # _____ Amount Paid \$ _____ Payable to the City of Aurora.

I have read, understand, and agree to the guidelines and regulations stated in the attached Park Use Policy and Procedures. By my signature, I agree to hold harmless and indemnify the City of Aurora, its officers, agents and employees for all claims arising from the use of park facilities resulting in bodily injury, property damage or personal injury, including but not limited to, settlements, judgments, costs and attorneys' fees. I, as the applicant/responsible party, understand that under certain circumstances I must provide the City of Aurora, its officers, agents, employees and volunteers as an additional insured at least 2 weeks prior to the event.

Applicants

Signature: _____ Date: _____

STAFF USE ONLY:

_____ Date Rec'd	_____ Alcohol (Y/N)	_____ Res Confirm emailed
_____ Application Apprvd	_____ Certificate Of Insurance	_____ OLCC Permit Rec'd
	_____ Catering Form Rec'd	_____ Posted on website