

**CITY OF AUGUSTA
PARK RESERVATION FORM**

PARK BEING RESERVED: _____

Name of Group requesting use: _____

Contact person: _____

Address: _____ Phone #: _____

Reservation Date _____

Requested time _____ ** # of people (approx): _____ +/-

Purpose of reservation: _____

Special arrangements (if any): _____

Maintenance Fee: \$ 75.00 **ALSO RESPONSIBLE FOR ANY DAMAGES**

Today's date: _____ Sent reservation form: Y

Authorizing Employee's Signature: _____

Park Policy

City parks are open to the public every day of the year from 6 am to 11 pm., with parking allowed in designated areas only. The buildings and grounds are maintained by the City for the recreational enjoyment of its citizens. Individuals or groups using these facilities are asked to respect both the City and neighboring private property.

****Events that have over 200 people in attendance will need a Mass Gathering permit – obtained through the Augusta Police Department – 626-2370.**

The following activities are prohibited by City ordinance:

- *Disfiguration or damage to buildings, grounds or other City facilities*
- *Damage, including cutting, carving, transplanting or removal of any tree or shrub*
- *Attachment of a rope, wire or other contrivance to any tree or plant, and the climbing of trees*
- *Dig or otherwise disturb grass areas*
- *Bring in or consume alcoholic beverages*
- *Build or attempt to build fire, except in areas so designated or by permission*
- *Fail to remove or properly dispose of rubbish or waste*

Any person, firm or corporation violating any provision of the City's code of ordinances relating to parks may be fined for each offense and prohibited from using these facilities in the future.

For more information, or to answer questions, please call the City's Parks Department at 626-2350. I have read and understand the above policy.

Authorized Signature: (of park user) _____