



## Parks Department Party Request

Name: \_\_\_\_\_ Pass #: \_\_\_\_\_ Phone #: \_\_\_\_\_

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

Day/Date Requested:  S  M  T  W  Th  F  S Date: \_\_\_\_\_

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_ # of Persons\*: \_\_\_\_\_

\*Monday-Friday (weekdays): No limit of number of people attending

\*Saturday/Sunday (weekends): Maximum of 75 persons permitted per reservation

Type of group/party? \_\_\_\_\_

Will your group have a  tent?  bounce house?  other? \_\_\_\_\_\*\*

\*\*Vehicles (such as food trucks) are not permitted off the main path.

Requested location: \_\_\_\_\_

Pavilion Reservation Fees: \$25 non-refundable rental fee \$150 refundable deposit  
(will not be refunded if pavilion is not left in clean condition)

Please provide **two checks for** the two different fees made payable to The Village of Grosse Pointe Shores.

Following your event, the gate staff will contact you regarding your deposit check which can either be voided and destroyed by staff or picked up by resident.

By making this reservation, I understand that I am responsible for

- submitting an accurate guest list, no later than 24 hours before my event
- notifying my guests of the swimming / pool deck rules
- following the park rules

Resident Signature: \_\_\_\_\_ Date of Application: \_\_\_\_\_

-----For Official Use Only-----

\_\_\_\_\_ courtesy phone call \_\_\_\_\_ guest list received

\_\_\_\_\_ \$25 check received (check # \_\_\_\_\_) delivered to City Hall \_\_\_\_\_

\_\_\_\_\_ \$150 check received (check # \_\_\_\_\_)  voided/destroyed  returned