



CITY OF CLARE

AGREEMENT FOR USE OF PARKS AND/OR FACILITIES FOR CEREMONY AND SPECIAL PARK USE

GENERAL INFORMATION

1. Clare City Parks are open from 6 a.m. – 11:00 p.m., May 1 – Nov. 1. Parks may be winterized earlier if frost occurs.
2. Permits are required for any ceremony or event.
3. Permit only assures use of the specified area of the park and not exclusive use of the park.
4. Picnic tables are assigned to picnic areas by group size based on approximately 6-8 people per table. Additional picnic tables will not be provided for groups who exceed the recommended picnic area capacity.
5. Relocation of picnic tables from one area to another is prohibited.
6. The Parks and Facilities Rental Permit for Ceremony Purposes should be carried at all times during the event.
7. We recommend you post a “reserved” sign on the pavilion and/or park area the morning of your event.
8. No confetti decoration is allowed in the parks. Confetti is a danger to local wildlife and is very difficult to dispose of.
9. **NO ALCOHOLIC BEVERAGES ALLOWED IN ANY CITY PARK.**
10. Set up of commercial and private tents requiring staking into the ground are strictly prohibited due to presence of underground utilities. If pole tents are needed, they will need to be approved by the Parks and Recreation Director and Miss Dig will be notified prior.
11. There shall be no commercial for-profit activity within the City parks unless expressly sanctioned by the City. Whether such activities shall be approved within a city park land shall be within the sole discretion of the City Commission.
12. Parks may not be reserved before January 1 of each year.

SHAMROCK PARK

- Little league baseball diamond
- (1) Large picnic pavilion w/electricity
- (1) Small picnic pavilion w/electricity
- Indoor Restrooms
- Playground equipment
- Grill (by the small pavilion)
- Shamrock Lake (62 acres)
- Ice-skating rink (seasonal)
- **Pavilion 1 (Large-120 x 60) 120 People**
 - 15 picnic tables (1 Handicapped)
 - Electricity
- **Pavilion 2 (Small- 24 x 48) 48 People**
 - 6 picnic tables (1 Handicapped)
 - Electricity

PETTIT PARK

- Potable water
- Indoor Restrooms & Showers
- Playground equipment
- Grills
- Camp Sites, electric and primitive
- **Pavilion (30 x 56) 64 People**
 - 8 picnic tables (All Universal Access)
 - Electricity

CLARE CITY PARK

- Potable water
- No restrooms
- **Large Gazebo 48 People**
 - 6 picnic tables (1 Handicapped)
 - Electricity

FEES: Fees are subject to changing May annually as of June 30, upon approval of the Clare City Commission. In order to reserve, payment must be received up front.

Park Special Use Fee: \$50 Fee

Resident

Shamrock Large Pavilion (Full Rental): \$50 Fee
 Shamrock Large Pavilion (Half Rental): \$25 Fee
 Shamrock Small Pavilion: \$25 Fee
 Pettit Pavilion: \$50 Fee
 City Park Gazebo: \$25 Fee

Non-Resident

Shamrock Large Pavilion (Full Rental): \$75 Fee
 Shamrock Large Pavilion (Half Rental): \$50 Fee

*This permit grants the following named person and/or organization the use of the following facility at the stated times. (In the event a regular City of Clare event is already scheduled, the City event will take precedence). In the event this person and/or organization decides not to use the above facility on the above date, they are urged to call 386-7541, extension 213 to inform the Parks and Recreation Department. **For special park use, no refunds or rain checks will be issued.***

Contact Person _____ Phone (_____) _____ E-Mail _____
 Address _____ City Resident? YES? / NO? City _____ State _____ Zip _____
 Requested Facility _____ # in Party _____ Reason for Request _____
 Use Date(s) _____ Time From _____ to _____

RELEASE AND HOLD HARMLESS AGREEMENT

It is agreed by the organization using the facilities that it will be responsible for any damage to property. It is further agreed that the signing party will hold the City of Clare harmless for any damage or injury that the signing organization might incur during its use and occupation of the above-named facilities. It is further agreed by the organization that all debris deposited during the usage of the above-named facility shall be picked up and properly disposed of. **Any damage would be an additional charge to the rental fee.**

Signature of Organization Representative/Individual _____ Date _____

I have read and agree to the park rules and regulations _____

Signature _____ Date _____

Office Use Only: City Resident/Non-Profit? Yes [] No [] Amt. Paid ___ Cash _____ Ck# _____ Date _____ Staff _____
DEPOSITS SHOULD BE PLACED IN - GL# 208-000.000-626.001

Parks and Recreation Use Only:

Signature of City Buildings and Grounds Maintenance Director _____ Date _____

City Resident/Non-Profit Yes [] No [] Refund Yes [] No [] Inspected by _____ Notes _____