

**Greendale Park and Recreation Department  
Application Form for Use of  
Greendale Gazebo Park**

Reserved Date(s): \_\_\_\_\_ Time: From \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm  
Number of persons in group \_\_\_\_\_ Type of use, group function or purpose: \_\_\_\_\_

Name of Group or Organization: \_\_\_\_\_  
Applicant/Contact Person: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
City: \_\_\_\_\_ Zip: \_\_\_\_\_

Are you cooking any type of food? Yes \_\_\_\_\_ No \_\_\_\_\_  
If so, describe: \_\_\_\_\_

Are you serving any type of food? Yes \_\_\_\_\_ No \_\_\_\_\_  
If so, describe: \_\_\_\_\_

Will you be needing electricity for your activity? Yes \_\_\_\_\_ No \_\_\_\_\_  
If so, for what purpose: \_\_\_\_\_

I (We) agree to follow the rules and regulations for the Village of Greendale as established in Local Ordinance, Chapter 19 and promise to comply with them. The above-named individual and organization accepts the responsibility for the conduct of the above group while on park property and for leaving the facility in an orderly manner and agrees to pay for damages incurred during the special use period. The above-named individual and organization agrees to indemnify and hold harmless the Village of Greendale from any and all liability which might be occasioned to said Village by virtue of granting the permission in this application. We have reviewed the policies and procedures, and general usage as outlined for our usage.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

NOTE: If you encounter any problems during your permitted usage, call the Greendale Police Department at 423-2121.

OFFICE USE  
**Park and Recreation Office**

**Date Department Received:** \_\_\_\_\_

**Reservation Charge Required:** \$ \_\_\_\_\_

Amount Received: \$ \_\_\_\_\_ Date \_\_\_\_\_

Ck # \_\_\_\_\_ Cash \_\_\_\_\_ CC \_\_\_\_\_ By \_\_\_\_\_

**Administrative Fee Required:** \$10.00

Received \_\_\_\_\_ Date \_\_\_\_\_

**Security Deposit Required:** \$ \_\_\_\_\_

Amount Received: \$ \_\_\_\_\_ Date \_\_\_\_\_

Ck # \_\_\_\_\_ Cash \_\_\_\_\_ CC \_\_\_\_\_ By \_\_\_\_\_

\_\_\_\_\_  
Department Staff

\_\_\_\_\_  
Date

**Copy mailed to:**

Village Manager: \_\_\_\_\_

Director of DPW: \_\_\_\_\_

Greendale Police Dept.: \_\_\_\_\_

**NOTE: Any amplification not permitted without special approval of the Village Board.**

**Return of deposits**

Refunded (security): Yes \_\_\_\_\_ No \_\_\_\_\_

Reasons for denial \_\_\_\_\_

Date refunded: \_\_\_\_\_

How refunded: mail \_\_\_\_\_ in-person \_\_\_\_\_

Signature of person receiving refund (in-person):  
\_\_\_\_\_

Additional charges to be made: \$ \_\_\_\_\_

Reason(s) for charge(s) \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Department Staff

\_\_\_\_\_  
Date

**Department of Public Works**

OK to release security deposit?

Yes \_\_\_\_\_ No \_\_\_\_\_

Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_