



# SPORTSMAN'S PARK RENTAL AGREEMENT

20802 27<sup>th</sup> Ave Clearwater, MN 55320

Contact City Hall at 320-558-2428 for availability prior to submitting your rental form/payment.

## Select Your Rental

**Pavilion Rental (Concession Area Included)**

- **Resident Fees:** \$50.00/day rental fee (includes tax) + \$100 security deposit
  - **Non-Resident Fees:** \$75.00/day rental fee (includes tax) + \$100 security deposit
  - Applies to pavilion and concession area only – all other amenities are open to the public.
- Reservations are held upon payment of \$100 security deposit.**

**Field/Course Reservation – Single Date**

- **Rental Fees (Resident or Non-resident):** \$35.00/day rental fee (includes tax)
  - Applies to field only – all other amenities are open to the public.
- Reservations are held upon full payment of rental fee.**

**Field/Course Reservation – Per Season (Pavilion & Concession Area Included)**

- **Resident Fees:** \$75.00 seasonal rental fee (includes tax)
  - **Non-Resident Fees:** \$100.00 seasonal rental fee (includes tax)
- Reservations are held upon full payment of rental fee.**

## Rental Information

**Event Date (MM/DD/YY):** \_\_\_\_\_ **Time:** \_\_\_\_\_

**Responsible Party:** \_\_\_\_\_

Person requesting rental shall be personally responsible for conduct of participants and any subsequent damage to any public facilities in the park.

**Resident of the City of Clearwater:**  Yes  No

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

Please note that security deposits will be returned to the address provided. The address will be used to verify if the responsible party listed is a resident of the City of Clearwater.

**Phone:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Key code to open/lock pavilion:**

Contact Public Works at 320-290-2233 if you need assistance.



## RULES AND REGULATIONS

- You must be 21 years of age to rent.
- Place litter in dumpsters or waste receptacles provided.
- No camping is allowed.
- No glass containers allowed in the park area.
- Park hours open 7:00 A.M. to 11:00 P.M.
- No firearms or explosives allowed (includes firecrackers and BB guns).
- Bathrooms are open May 15-October 15.

### CLEANING – PAVILION RENTALS

- Wipe off tables and counters. **Bring your own solution for wiping off tables and surfaces.**
- Empty all garbage and place it in trash cans outside the building.
- Remove all food and personal belongings from the building.

## PAYMENT INFORMATION

- All rental fees must be received at least 15 days prior to the rental date. For pavilion rentals, access codes will not be provided until all fees have been paid.
- A two-week cancellation notice is required, or the rental fee will be forfeited.
- Any security deposits will be refunded within 30 days after the event if the facility is cleaned and there is no damage.
- Fees are payable by cash, check, money order or credit card (Visa, MasterCard or Discover).

**I HEREBY CERTIFY THAT I HAVE READ AND UNDERSTAND THE PARK RULES AND REGULATIONS.**

**Signature:** \_\_\_\_\_  
Responsible Party Signature

**Date:** \_\_\_\_\_

OFFICE USE ONLY	
<p><b>PAYMENT:</b></p> <p>Total Fees Due: \$ _____</p> <p>Payment Method:</p> <p><input type="checkbox"/> Cash <input type="checkbox"/> Credit Card <input type="checkbox"/> Check/Money Order # _____</p> <p>Amount Paid: \$ _____</p> <p>Date Paid: ____ / ____ / ____</p> <p>Received By: _____</p> <p><b>FA code 240-45300-39323 Rental</b> <b>FA code 240-45300-36260 Deposit</b></p>	<p><b>DEPOSIT REFUND:</b></p> <p>Check #: _____</p> <p>Refund Amount: \$ _____</p> <p>Inspected by: _____</p> <p>Date Issued: ____ / ____ / ____</p> <p><b>FA code 240-45300-906 Refund</b></p>

**Submit form to Clearwater City Hall:**

E-mail: [kgramsey@clearwatercity.com](mailto:kgramsey@clearwatercity.com) or [astrohschein@clearwatercity.com](mailto:astrohschein@clearwatercity.com)

In-Person or Dropbox (located in parking lot): City Hall, 605 County Rd 75 NW, Clearwater, MN 55320

Mail: PO Box 9, Clearwater, MN 55320

Contact us: 320-558-2428 | [clearwatercity.com](http://clearwatercity.com) | Mon-Thurs 8:00am-4:30pm