



Park Pavilion Reservation Application

1. Complete application and deliver it to the Comptroller at the Village Hall, 2520 N. Center, Maryville, IL with a check or money order for the appropriate fee made payable to Village of Maryville.

2. Rental Fees:

	Resident	Non-Resident
	<u>(Incorporated Maryville)</u>	<u>Non-Resident</u>
Pavilion #4 (Firemen's Park)	\$50	\$80
Pavilion #8 (Pleasant Ridge)	\$50	\$80
Pavilions #1, #2*, #3, #6, #7 (Drost Park)	\$40	\$60

Rental fees shall be charged for each reservation and are non-refundable.

*Pavilion #2 is not available for rent during the Khoury League Season April 1 through July 31st.

NOTE: Pavilion #5 and the two small pavilions in Drost Park by the playground area are not available for rent.

3. Upon receipt of the approved application, the applicant is required to provide the Comptroller with any required certificates prior to the event. (Event will be cancelled if required certificates are not filed in advance.)

4. A copy of the approved application must be posted at the Pavilion the night before the event.

5. Pavilion and surrounding area must be cleaned before applicant leaves and any fires extinguished.

6. Call the Maryville Comptroller at 345-7028 ext. 2329 with any questions.

Applicant Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip code: _____

Pavilion: # _____ Organization: _____

Date of Event: _____ Hours of Event: _____

Description of Event: _____ Estimated Attendance: _____

Will alcohol be present at event? YES _____ NO _____

(If YES, \$1,000,000 Liquor Liability Insurance is required)

Signed: _____

Applicant

Date

Approved: _____

Authorized Village Official

Date

Special Conditions: _____

(OFFICE USE ONLY) _____

Application Received Date and Time: _____

Certificate of Insurance Required: YES _____ NO _____

Liquor Liability Insurance Required: YES _____ NO _____

Comptroller provides copies to:

1. Applicant, by mail
3. Police Department

2. Clerk for Web Page update
4. Public Works, if needed