



# TOWN OF DELAVAN

**Community Park Reservations Form**  
**Hwy 50 & South Shore Drive, Delavan WI 53115**  
**Park Contractor (262) 245-5820 Gate Office (262) 740-2335**  
**Town Hall Phone (262) 728-3471 Fax (262) 728-3473**

**RESERVATION ACCEPTED ON FIRST COME, FIRST SERVE BASIS**

<b>Description of Event:</b>	<b>Date of Event:</b>		
<b>Size of Group:</b>	<b>Date Reserved:</b>		
<b>Name of Group</b>	<b>Daytime Phone Number:</b>		
<b>Contact Person:</b>	<b>Daytime Phone Number:</b>		
<b>Address:</b>	<b>City</b>	<b>State</b>	<b>Zip</b>

**Special Instructions:**

\* - Town Resident - 15% discount with proof of residency

Facilities Reserved:			Community Center Rental Fees:		
	Regular Rate	Holiday Rate		Regular Rate	Holiday Rate
* - Shelter #1	\$40	\$46	_____	* - Less than 100 Guests	\$300 / \$390
* - Shelter #2	\$40	\$46	_____	* - 100-199 Guest	\$400 / \$520
* - Shelter #3	\$40	\$46	_____	* - 200 Plus Guests	\$500 / \$650
* - Shelter #4 (25 People Max Per Shelter)	\$40	\$46	_____	Rubbish Removal (Over 150 Guests)	\$25
Volley Ball Crt	\$20/ea		_____	Beer Permit # _____	\$25
Wedding Pkg	\$175		_____	Wine Permit # _____	\$25
Canopy Tent	\$50		_____	Police Supervision	\$45/hr
Misc.	\$		_____	* - 3 Hr Center Rental (35 Max)	\$100 / \$130
Heat Surcharge <i>Nov Thru March</i>	\$50		_____	Community Center Deposit (Required)	\$500
Sign Rental (7Days)	\$100		_____	South Shore Lot Rental	\$150
18' X 52' Tent (\$300 each additional day)	\$800		_____	<b>Holidays Rates Include:</b> Memorial and Labor Day Weekends (Saturday, Sunday, Monday) 4th of July, New Years Eve and New Years Day	
<b>Commercial Kitchen Equipment</b>					
Oven	\$25		_____	Steam Table	\$50
Grill	\$50		_____	Beer Cooler	\$50
Heat Lamp	\$15		_____	Cleaning/Damage Deposit	\$250
<b>TOTAL CHARGES AND FEES</b> _____			<b>-15% Resident Discount</b> _____	<b>=</b> _____ <b>Total Charges</b>	

**ALL FEES DUE AT LEAST 30 DAYS IN ADVANCE OF EVENT AND MUST ACCOMPANY RESERVATION FORM**

**PARK REGULATIONS:** Park Open from 8:00AM to 9:00PM (Unless otherwise approved). All park patrons are responsible for keeping the park clean. Put trash in receptacles provided. **NO** glass bottles, feeding of wildlife, intoxicated person(s), foul language, lewd or abusive behavior, or open fires allowed in park.

**SWIM AT YOUR OWN RISK - NO LIFE GUARD ON DUTY**

Thank You - Town of Delavan - Park Department

<b>Make Check Payable to:</b> <b>Send to:</b>	<b>TOWN OF DELAVAN</b> <b>5621 TOWN HALL ROAD</b> <b>DELAVAN WI 53115</b>
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