

TOWN AND VILLAGE OF EDEN
EDEN COMMUNITY PARK
dba EDEN PARK COMMISSION
PO BOX 65
EDEN, WI 53019

PARK RENTAL AGREEMENT

Community Park East (between S. Elizabeth St and the Community Center includes
shelter, grill, boardwalk and nature trail)

Date of Application _____

Rentee: _____ Organization _____

Mailing Address: _____ Phone: _____

_____ Email: _____

Date of Rental: _____

Type of Activity: _____

Start time _____ End Time _____

I certify, by my signature, that I have received, read and understand the conditions for the rental of the
park and recreation facilities, and agree to abide by the conditions, rules and regulations stated therein,
and that the above information is accurate.

Signature _____ Date; _____

(Rentee must be at least 18yrs of age)

Deposit will be returned by mail or may be picked up after the event at the Village Office if the facility is
left in the appropriate condition following use during office hours.

Terms of Rental

Reservation of Facilities: Facilities may be reserved at the Village Office. 104 Pine St, email: villageclerk@villageofeden.com. Office hours are Tuesday, Wednesday or Thursday 8AM-3PM. Reservation for usage is confirmed only when payment is made in full, and a signed agreement is on file at the Village Office located at 104 Pine St. Checks can be made out to Eden Park Commission.

Rental agreement must be signed and returned with payment at the time of reservation.

Cost: Non-Tournament Rental fee is \$100/day +\$100 security deposit. Security deposit will be returned within 30 days of rental date.

Tournament Rental is \$300/day/diamond without light usage +\$300 security deposit/diamond. Security deposit will be returned within 30 days of rental date. There is \$300.00/day fee for trash removal, bathroom maintenance and supplies if the Eden Park Commission provides the personnel and supplies. Light usage is an additional \$50/day. Fees do not include field maintenance or concessions. If concessions are available, carry-ins and food trucks are not permitted.

Prior to the Eden Park Commission considering this request, you must provide proof of insurance, no later than one (1) week before the scheduled event. Insurance limits shall be no lower than \$300,000.00 per person per incident. Any questions, please call Smith & Hatch Insurance at 920-477-2424.

Cancellation: Notice to cancel a reservation must be given in a timely manner. Failure to do this will result in fees being credited at the following rate. If cancelled less than 1 week before the event you forfeit the user fee.

Closing Time: This includes clean-up time- The parks close at 10pm daily. The parks that include athletic lighting may remain open until 11pm, so long as the athletic lights are illuminated. The Village Curfew Ordinance can be seen on the Village Website.

Cleaning: All cleaning is to be done immediately after the conclusion of the event. You may NOT return at a later time to clean. Maintenance personnel will inspect the grounds the following day for your deposit refund.

Garbage: Please make sure you use the garbage containers provided within the Park.

Security: All groups using the parks that have a locked pavilion must secure the doors before leaving.

In addition to the above stipulation, THE EDEN PARK COMMISSION RESERVES THE RIGHT TO DENY FURTHER USE OF THE FACILITY TO THOSE WHO DO NOT COMPLY WITH THE RULES OF USE AND/OR TO ASSESS ADDITIONAL CHARGES: A. When the park is not properly cleaned. B. For damages to the park or equipment, or non-payment for damages and extra cleaning. C. For use of the Park outside of the time period specified in the agreement.

Thank you for your attention to this matter.

Sincerely,

Kari Schlefke Clerk/Treasurer
Kevin Goebel Co-President
Richard Guell Co-President
