



# Historical Park Shelter Reservation

Office Only:

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

Rcpt #: \_\_\_\_\_

GW: \_\_\_\_\_

**Please note: Reservations are not confirmed until completed form and fee have been received.**

Name: \_\_\_\_\_ Organization: \_\_\_\_\_  
(if applicable)

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Numbers: (home) \_\_\_\_\_ (cell) \_\_\_\_\_

Email Address: \_\_\_\_\_

Date of Shelter Use: \_\_\_\_\_ Time of Use: \_\_\_\_\_ to \_\_\_\_\_

Type of Event: \_\_\_\_\_

Approximate Attendance: \_\_\_\_\_ (Park will not accommodate groups over 100)

## Payment Information:

**If mailing or faxing form, please complete payment info below:**

Visa/MC: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Exp: \_\_\_\_\_  
Month / Year

Signature: \_\_\_\_\_ Verification code (3 digits): \_\_\_\_\_

## Release of Liability

I agree to hold harmless, indemnify, and defend the City of Tumwater from all claims that might be filed against the Parks & Recreation Department and/or the City of Tumwater, its hired or contracted employees, volunteers or agents, for any and all injuries or losses that may be suffered because of my/our use of city property, facilities, and equipment in consideration of permission granted by the city for use. I also understand that parking is limited and every effort should be made to carpool. I agree to leave the facility in a neat and clean manner.

I understand that by signing this form, I am responsible for the state in which the Historical Park is left. I have read, understand, and agree to the reservation rules listed above.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please see reverse side for Historical Park policies →**

## Historical Park Reservation Policies

Please read the following statements carefully:

- **Non-refundable** reservation fees:
  - 1 to 4 hours: \$25
  - Over 4 hours: \$50
- Park hours: the park is opened at sunrise and gates are locked at sunset.
- **Reservations are for the shelter only.** Historical Park Shelter reservation does not guarantee or reserve any additional park space or parking space. Parking is limited and carpooling is encouraged.
- Shelter reservations are accepted annually on a first-come, first-served basis. Reservations for each year open on the first business day of the calendar year. **No mailed reservation forms will be accepted if postmarked before January 2.**
- **Reservations are not confirmed until completed form and fee have been received.**
- Damage to city property, or failure to clean up the shelter after use may cause any future reservation privileges to be revoked.
- All Tumwater city ordinances shall apply to and be in full force and effect within the public parks.
- Alcoholic beverages are not allowed in city parks.
- No person is allowed to cut, remove or damage any flowers, trees, shrubs, or turf.
- No open fires are allowed within any public park.
- Dogs are not allowed to run at large and must be kept on a leash at all times.
- Horses are not allowed in city parks except on paved areas.
- Overnight parking or camping is not allowed.
- Motor vehicles may park only in designated areas.
- All trash must be disposed of in trash receptacles.
- No person shall use a city park for a public event without a permit.
- Please call Tumwater Parks & Recreation for date availability.

If you have any questions or concerns regarding the above policies, please call Tumwater Parks and Recreation at 360-754-4160.

### Mail form & payment to:

#### **Tumwater Parks & Recreation**

555 Israel Rd SW  
Tumwater, WA 98501  
Phone: 360-754-4160  
Fax: 360-754-4166

### Tumwater Historical Park - physical address\*:

777 Simmons Rd SW  
Tumwater, WA 98501

**\*For directions, please call 360-754-4160**

**Please complete information on reverse side** 