

# Grants Pass Recreation Program

1750 NW Hawthorne Ave  
Grants Pass OR 97526 (541) 471-6435

# City of Grants Pass

www.grantspassoregon.gov

## Application For Use of Park Facilities

Please complete this entire form and submit to the City of Grants Pass Parks & Recreation Program office. Applications and payment must be received at least one week prior to the requested use date. **Important:** It is understood that this application is only a request for facility use. Completing this application in no way indicates approval for use of City facilities.

### Requested park:

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Riverside Park          | <input type="checkbox"/> Westholm Park      | <input type="checkbox"/> Ogle Park      |
| <input type="checkbox"/> Reinhart Volunteer Park | <input type="checkbox"/> Gilbert Creek Park | <input type="checkbox"/> Morrison Park  |
| <input type="checkbox"/> Eckstein Park           | <input type="checkbox"/> Lawnridge Park     | <input type="checkbox"/> Fruitdale Park |
| <input type="checkbox"/> Redwood Park            | <input type="checkbox"/> Croxton Park       |   |

### Requested park area:

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Trevillian Pavilion                            | <input type="checkbox"/> Centennial Gazebo        | <input type="checkbox"/> Picnic Grove                    |
| <input type="checkbox"/> Festival Area (Riverside Park)                 | <input type="checkbox"/> Bank of America Shelter  | <input type="checkbox"/> DCS Shelter                     |
| <input type="checkbox"/> Key Shelter                                    | <input type="checkbox"/> 4-Way Foundation Shelter | <input type="checkbox"/> Pond Overlook                   |
| <input type="checkbox"/> Harry & David Shelter                          | <input type="checkbox"/> Home Valley Bank Shelter | <input type="checkbox"/> Riverside Pavilion (riverfront) |
| <input type="checkbox"/> Ogle Park Gazebo                               | <input type="checkbox"/> Eckstein Park Shelter    | <input type="checkbox"/> Gilbert Creek Park Bldg         |
| <input type="checkbox"/> Other (specify) _____                          | <input type="checkbox"/> Home Valley Bank         |  |
| <input type="checkbox"/> Athletic Field (specify type and number) _____ |   |  |

**Type of activity:** \_\_\_\_\_ **Estimated attendance:** \_\_\_\_\_ **\*Limited to Covid-19 Oregon Health Authority orders upon date of event. Please review at [healthoregon.org/coronavirus](http://healthoregon.org/coronavirus) or call 211.**

Note: You may be required to provide the City with a certificate of insurance naming the City as additional insured for activities involving such things as bounce houses, rock walls, or similar items. **You must also retain a list of attendees for potential Covid-19 contact tracing for 60 days after event.**

**Requested date and times:** Please include any necessary set-up time and/or clean-up time. The start time you list is the time you will be granted access to the facility. Your finish time should be the time you will leave the area.

**Date:** \_\_\_\_\_ **Start time:** \_\_\_\_\_ **End time:** \_\_\_\_\_

**Customer/Applicant Information:** The customer is the person, group, or organization who is financially responsible for the function. The applicant is the person submitting this application. Any deposit refunds will be made payable to the customer.

Customer Name: \_\_\_\_\_

Customer Address: \_\_\_\_\_

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

Applicant Name: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

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

Home phone: \_\_\_\_\_ Work phone: \_\_\_\_\_ Fax: \_\_\_\_\_

### Hold Harmless:

#### Recreational Land/Facility Liability

NOTICE: Oregon law (ORS 105.682, et seq.) provides that the City of Grants Pass is not liable in contract or tort for injury, death, or property damage that arises out of use of land for recreational purposes (known as “recreational use immunity”). That immunity from liability does not apply if the owner makes a charge for permission to use the land. The fee you paid is only for use of your reserved park facility.

Other uses of this park, or any use of the property outside the reserved facility are not subject to a charge and, therefore, the City of Grants Pass is not liable for injuries, death, or property damage arising out of such uses of the property for which no specific charge has been made.

**PARK RULES AND INFORMATION:**

**Alcohol is prohibited** in all City parks unless authorized by City Council.

**Smoking is prohibited** in all City parks except in parking lots.

**Amplified sound** requires advance approval in order to minimize impact to other park users and nearby residents.

**Commercial activities** are prohibited in City parks without the written permission of the City Council. This includes the sale of food and drinks.

**Dogs** must be restrained by a leash not longer than eight feet. Owners are responsible for cleaning up after their dogs.

**Electricity and water** are available at some shelters; sinks are available at some shelters. If you need hose connections, ask about locations.

**Park hours** are 7:30am to 10:00pm unless otherwise posted. Field and court lights must be off by 10:30pm. Restrooms in all parks are locked between 9:00pm and 10:00pm.

**Vehicles** are allowed only in designated, paved parking areas. If any vehicle in your party is driven off roadways without specific written permission your full damage deposit will automatically be forfeit and you may be liable for additional fines and costs. Vehicles may not be driven or parked under the canopy of any tree.

**Volleyball and horseshoe equipment** is available on request with park rentals. A deposit of \$25 is required. Without a park site rental, there is a \$5 rental charge per day plus deposit.

**Tables.** If you move tables to an area, please return them to the original location.

**Tents, canopies and other devices** may be erected with free-standing poles and weighted bases. Do not drive stakes into the ground. Underground irrigation system pipes and sprinkler heads are located near the surface.

**Trash** removal for small events is included in your base fee. Large events have additional fees for park trash collection and removal. No grease is to be dumped into sinks, toilets or on the ground. You need to pick up and bag litter generated by your participants and invited public. Grease may be place in sealed containers and disposed of in the trash.

**Trees.** Do not use nails, staples, tacks or similar devices on trees. Ropes should only be attached to trunks and tree limbs over two inches in diameter. Do not climb trees or allow children to play in trees. You are responsible for all damage. Be careful because most trees are valued at over \$5,000.

**On-site problems.** If you have security or other facility concerns call Grants Pass Public Safety at 450-6260 or Concierge Watch at 476-9019 and they will notify the proper parks personnel. For emergencies call 911.

**Statement of Understanding:** In order for this application to be considered, the applicant must agree to be present at all times while the activity is in progress. Upon signing this application, you understand that you will be held responsible for the group’s actions collectively, individually, and financially. Customer/Applicant shall indemnify and hold harmless the City from any and all liability, cost or expense, including reasonable attorneys fees, which the City may incur as a result of Customer/Applicant’s use of the facility. **You also agree to adhere to Covid-19 Oregon Health Authority requirements that are applicable at the date of your reservation. These requirements frequently change, please review at [healthoregon.org/coronavirus](http://healthoregon.org/coronavirus) or call 211. Restrooms are cleaned less than twice per day. Reservers must bring their own sanitization supplies and wipe down surfaces prior to and after use.**

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

Damage Deposit: \$75.00  
Rental: \$ \_\_\_\_\_  
City Resident Discount: \$ \_\_\_\_\_  
Equip Bag Rental/Deposit: \$ \_\_\_\_\_  
**TOTAL RENTAL FEE:** \$ \_\_\_\_\_

Receipt No. \_\_\_\_\_

Date Paid: \_\_\_\_\_ Refund \$ \_\_\_\_\_ Check # \_\_\_\_\_ Date Mailed: \_\_\_\_\_