

Reservations are only guaranteed AT THE TIME OF PAYMENT and must be made (5) FIVE WORKING DAYS prior to event.

Please check all that apply:

- Cate Square Park & Gazebo MLK Park Pavilion Mooney Park Softball Field Settoon Baseball Field
 Clark Park Pavilion MLK Park Softball Fields Stire Baseball Field Zemurray Park
 Clarke Park Softball Field Mooney Park Slash Pads Reimer's Baseball Field Zemurray Splash Pads
 Dreamland Skate Park MLK Park Slash Pads Stire Field Concession Jackson Park
 Fagan Baseball Field Mooney Park Pavilion Reimer's Field Concession

Activity/Event Information:

Person or Organization _____ Non Profit Yes No
Contact Person _____ Phone _____
Mailing Address _____ City/State/Zip _____

All non profit organizations must submit a copy of their Non-Profit Statement with form.

Type of Event/Activity _____ Open to the Public Yes No
Date of Event/Activity _____ Hours of Event _____

Will you have Inflatables/Water Slides Yes No **There is an additional \$15 fee for the water slide to cover the water. For Inflatables/Water Slides - a Certificate of Liability Insurance showing the City of Hammond as a Certificate Holder in the amount of no less than \$1 Million and must be signed by the insurance company.**

Will you charge an entry fee for this event/activity? Yes No Requires City Administrator approval

Will you use loud speakers/music/DJs/microphones? Yes No Requires City Administrator approval

Rental Fees:: All fees must be paid by check or money order at the time the reservation is approved.

Deposit checks will be refunded after the facility has been inspected.

Baseball/Softball Fields (Night Rentals)

\$ 20.00 per Hour

Tournament: \$100.00 per day

Concession Stands

Deposit: \$100 (check only)

Rental Fee: \$50 per day

MLK Park Pavilion

Deposit: \$50.00 check

Rental Fee: \$20.00 per hour

No Rental Fees: Cate Square Park Gazebo, Clarke Park Pavilion, Dreamland Skate Park, Fagan Baseball Fields, Mooney Park Pavilion, Mooney Park Splash Pads, MLK Park Splash Pads, Zemurray Park

OFFICE USE ONLY

Deposit (check): _____ Rental Fee: _____ Total Amount: _____

Staff Signature: _____ Date: _____

Rec. Director Signature: _____