

LARGE PAVILION RESERVATION APPLICATION
(703 Oak Street, Schertz, Texas)

*Name, Organization or Group _____

*Address: _____

*Phone No: _____

*Email Address: _____

*Describe the proposed use of the pavilion: _____

*Dates requested: _____

*Time of use (include decorating/cleanup time): From: _____ To: _____

*Actual event time: From: _____ To: _____

*Estimated attendance _____

*Will picnic tables, kitchen and restrooms be needed? _____

*Will alcoholic beverages be consumed? _____

Schertz Police officers are **required for an event where there is alcohol present or as the Police Chief deems necessary.**

Deposit _____ (415.5)

Paid _____

Check CC Cash

Rental fee _____ **(415.4)**

Paid _____

Check CC Cash

RESERVATION/RECEIPT # _____



**CITY OF SCHERTZ
PARK RESERVATION APPLICATION AGREEMENT AND RELEASE**

TOTAL DUE \$ _____ *DATE: _____

*FACILITY (IES) RESERVED _____

*DATE (S) REQUESTED _____

*TIME: FROM _____ AM/PM TO _____ AM/PM

*ACTUAL EVENT TIME: FROM: _____ AM/PM TO: _____ AM/PM

PARK RESERVATION FEE \$ _____ LIGHT FEE \$ _____

*ESTIMATED ATTENDANCE _____ MAINTENANCE FEE \$ _____

*WILL ALCOHOLIC BEVERAGES BE CONSUMED? YES _____ NO _____

SECURITY: All reservations on City owned property will be cleared through the City of Schertz Chief of Police. Schertz Police officers are **required for an event where there is alcohol present or as the Police Chief deems necessary.**

REQUIRED _____ NOT REQUIRED _____

DATE _____ CHIEF OF POLICE _____

No food, beverages or other items will be sold without written permission of the City Manager or the Community Services Director. **No glass containers are allowed in the park.** Any breach of this reservation agreement will nullify the agreement and use of the facility (ies) under this agreement will be terminated. The person named below will be responsible for seeing that the facility (ies) named in this agreement are free of damages and excessive litter.

I have read and understand the terms of this agreement and agree to abide by same:

*PRINTED NAME _____ * HOME PHONE: _____

*ADDRESS _____ *WORK PHONE: _____

_____ *EMAIL: _____

*SIGNATURE _____

RELEASE AND INDEMNIFICATION

*I the undersigned representative of _____ hereby
release and indemnify the CITY OF SCHERTZ, Texas (“the City”) from and against all liabilities,
judgments, costs, damages, and expenses that may be charged to or recovered from the City on
account of damaged to the property of, injury to, or death of any person arising from the use and
occupancy of the City’s Parks and Recreation facilities on

* _____, 20_____

*By _____

*DATE: _____

*SIGNATURE: _____

*PRINT NAME _____

TITLE: _____

ACCEPTED:

CITY OF SCHERTZ, TEXAS

BY: _____

TITLE: _____

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