

APPLICATION FORM FOR THE USE OF CITY PARK FACILITIES



19900 Nightingale St. NW

Oak Grove, MN 55011

763-404-7000

www.oakgrovemn.gov/parks

Date of Application _____

Name of Applicant: _____

Address of Applicant: _____

Organization: _____ Phone: _____

Email: _____

Beginning date: _____ End date: _____

Day(s) of the week (if recurring): _____

Hours requested: _____ to _____

Approximate # of participants _____

Additional information/requests:

Types of Facilities

SHELTER	LOCATION	SPECIFY WHICH PARK
One (electricity)	City Hall	
One	Milestone Meadows	
One	Shade Tree Commons	
One	West Lake George	
Three – (West, North, or East)	Oak Grove Preserve	
One	Ridge Park	

BALLFIELDS	LOCATION	
Field #1 (North)	Oak Grove Preserve	
Field #2 (South)	Oak Grove Preserve	

One	Burman	
One	Ramblin Rum	
One	Swanson	

SOCCER FIELDS	LOCATION	
One	Arrowhead	
One	Ramblin Rum	
One	The Ponds	
One	Oak Grove Preserve	
One	Hickey Lake Woods Park	
Up to Three	City Hall South	

SKATE PARK	LOCATION	
One	Oak Grove Preserve	

Yes No Please indicate whether or not you are requesting a portable toilet be placed at the park you intend to use. By checking yes, you agree to reimburse the City of Oak Grove for the monthly cost of the portable toilet while your group is utilizing that park. (The City of Oak Grove furnishes portable toilets at City Hall, West Lake George Park and the Oak Grove Preserve Skate Park.)

PROCEDURE FOR:

Scheduling:

1. All scheduling of these facilities will be coordinated through City Hall.
2. The Parks Department reserves the right to reschedule any/all requests.

Application:

1. Fill out and return the "Application Form". These can be obtained from City Hall or at the City of Oak Grove website www.oakgrovemn.gov
2. Applications will be accepted beginning January 2nd of each year.
3. On approval, a signed copy of this form will be returned to the applicant if requested.

RULES FOR USE

1. Every group using any park facilities must have competent adult leadership and be at least 21 years of age. The individual whose name appears on the permit will be considered responsible for the organization's conduct while using the facility. Disorderly conduct of participants is prohibited.
2. Alcoholic beverages are prohibited in City Parks.
3. No fireworks or explosives shall be carried into or discharged in city parks except when approved by the city.
4. No person shall disturb the peace in a city park.
5. The City of Oak Grove is not responsible for any lost, stolen, or damaged property belonging to the user.
6. Cars are to be parked in designated parking areas or on roadways where permitted.
7. Facilities are to be left in good condition. Littering is unsightly and causes increased maintenance costs. Excessive refuse may be subject to additional charges.
8. All games end by 9:30 p.m.
9. All parks close at 11:00 p.m. unless otherwise posted at an applicable park.
10. Organizations must provide proof of insurance, naming the City of Oak Grove as additional insured.

I agree to abide by the provisions contained in the "Rules for Use". If applicable make check payable to the "City of Oak Grove".

Applicant Signature _____ **Date:** _____

Please email this form to: clerk@oakgrovemn.gov

OFFICE USE ONLY		
Date Received _____	Approved _____	Denied _____