

Suttons Bay Township
95 West Fourth Street
P.O. Box 457
Suttons Bay, MI 49682
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Email: sbaytwp@suttonsbaytwp.com

Ice Rink Park Reservation Request Form
(This form is used only for reservations during warm weather months)

(See Event Use Request Permit for events sponsored by an organization)

Person/Organization Requesting Ice Rink Park Reservation: _____

Mailing Address: _____

City/State/Zip: _____

Phone: _____ Email: _____

Refund Check to: Name: _____ Address: _____

Date of Requested Event: * _____ **Expected Number of Attendees:** _____

Rental Time Requested: () 10:00am-2:00pm () 3:00pm-7:00pm () 10:00am-7:00pm

***Call Suttons Bay Township to check availability**

Rental Deposit: \$100 deposit required for all reservations payable at the time of reservation.
Deposit is refundable provided user cleans area before vacating the park and abides by all park rules.

Port-a-Johns and/or trash receptacles (if required by the township) must be arranged and paid for by the renter.

My signature on this Reservation Form acknowledges that I have received a copy of the Park Rules and Township Ordinance and agree to abide fully with their provisions.

USER SIGNATURE: _____ **DATE:** _____

OFFICE USE ONLY

DEPOSIT AMT. PAID: _____ **CASH/CHECK#:** _____

RECEIVED BY: _____ **DATE RECEIVED:** _____

DEPOSIT FEE RETURNED BY: _____ **DATE:** _____

ICE RINK PARK RULES

- (A) The Ice Rink Park is open for use by the public from dawn until dusk. However, Ice Rink Park may be reserved in advance for specific periods of time.
- (B) Ice Rink Park reservation requests must be made, submitted and received/approved, and the deposit rental fee paid to the Suttons Bay Township Office at least one week before the time of reservation. The User should check with the township office for availability. Suttons Bay Township will not accept any Ice Rink Park reservation request more than six (6) months before the desired reservation date. The amount of the deposit shall be set by motion or resolution of the Suttons Bay Township Board.
- (C) An approved applicant, hereafter called the "User", assumes responsibility for any and all damage to Suttons Bay Township property and any injury or damage to the person or property of the applicant or any third party which is caused by the User or any guest of the User, and shall indemnify and hold harmless the Suttons Bay Township from any and all claims, awards, or attorney fees in the event of any such injury or damage.
- (D) The User shall be responsible for its own cleanup immediately following the event and the User must leave the area in the same condition in which it was found. If Suttons Bay Township must clean the area following the event, the User shall be charged all expenses of cleanup and such expenses shall not be limited to the User's deposit amount. The designated township representative will determine "same condition" and the township representative's decision on the matter is final.
- (E) The reservation may be revoked at any time for violation of these rules, or for a violation of state law or township Ordinance that has occurred or is occurring at the Ice Rink Park, by the Suttons Bay Township Supervisor or their designated representative, any law enforcement agency that has jurisdiction in the Township, or any other person or agency authorized by the Suttons Bay Township Board to make such a reservation revocation.
- (F) Dogs or other animals are permitted in the Ice Rink Park; however, they must be on leash at all times. The owner or person in control of a dog or animal is responsible for cleaning up any and all solid waste left by the dog or animal.
- (G) No Commercial activities are permitted unless authorized by the Suttons Bay Township Board.
- (H) No person may engage in violent, abusive, excessively loud, boisterous, vulgar, obscene, or disorderly conduct of any time.
- (I) The use of loud speakers, public address systems, or sound amplifying equipment is prohibited. Operation of excessively loud radios or similar devices are also prohibited.