

Blooming Grove Parks: Rental Permit Application

version 10.08.25

A rental permit may be applied for if the number of people attending is fewer than 30, and if attendees want to make sure they have the shelter and park reserved for their group. If there will be 30 or more people in attendance at the event, a rental permit is required.

Indicate which Town Park you would like to reserve:

____ April Hill Park
3587 Carncross Dr

____ Severson Park
3485 Cottontail Trail

____ Thurber Park
3325 Thurber Ave

Information Pertaining to ALL Blooming Grove Parks

The permit fee is **\$50.00** for residents and **\$125.00** for non-residents. A **\$100.00** deposit is required, which will be returned upon inspection of the park contingent upon the conditions set forth below. The permit fee deposit fees should be separate payment. The Town does not accept debit or credit cards.

There are no motorized vehicles of any kind allowed in the parks. There is sufficient street parking available for park use. If vehicles are found to have been parked on the grass, or driven on the grass, the entire deposit shall be forfeited. If you or any of your guests would like to consume alcohol during your event, you must complete and sign another form (which can be found on the Town's website); there is no additional fee for this. While the form allows the responsible consumption of alcohol, under no circumstances can it be sold in any way. All trash and recycling must be disposed of properly. There are trash cans provided from May through the end of October; however if those cans are full or absent, do not leave trash around the cans, pile the trash on top of an already-full trash can, or leave in the park. If there is any trash left in the park outside the cans provided, a portion of your deposit shall be forfeited. No fireworks of any kind are allowed to be used in the park; otherwise, your deposit shall be forfeited. Noise that can be heard for a sustained period of time may result in partial or total forfeiture of your deposit; please be respectful of other neighboring properties and visitors to the park. Park hours are from 6:00 AM until 10:00 PM. No one should be present outside of those hours, including cleaning after an event; plan accordingly. No fires are allowed within the park with the exception of propane grills. No raw animal waste, the byproduct of food preparation, fishing, hunting, or trapping is allowed to be dumped on Town Park grounds, including the waste receptacles.

Deposits will be returned only after inspection of the park by a Blooming Grove employee. Once it is determined the park was left in proper condition, your deposit check should be returned within one week's time (or shredded if you'd prefer) unless we have received complaints, particularly if law enforcement has been called to your event. If you have additional questions about renting a park, contact the office at 608-223-1104 or bgadmin@blmgrove.com.

Information Specific to April Hill Park

A portable restroom is in the park during the summer for your convenience. If you encounter any issues with it, contact GFL at 608-580-0580 and ask for the rental area.

If you require the use of electricity, you must come to the Town Office before you use the park to pick up the key; otherwise, you will not be able to use the electricity. No Town staff are available to turn on the electricity on the weekends, so keep that in mind when renting. Also be aware that the Town Office is open 8:00 a.m. to 4:00 p.m., Monday through Thursday, but is only open until noon on Fridays.

The key for the electricity must be returned the following Monday (Tuesday in case of a Monday holiday) to the Town Office. Do not give the key to anyone else requesting it. If the key is lost, the amount to have a new key made will be withheld from the deposit.

Information Specific to Severson Park

A portable restroom is in the park during the summer for your convenience. If you encounter any issues with it, contact GFL at 608-580-0580 and ask for the rental area.

If you require the use of electricity, you must come to the Town Office before you use the park to pick up the key; otherwise, you will not be able to use the electricity. No Town staff are available to turn on the electricity on the weekends, so keep that in mind when renting. Also be aware that the Town Office is open 8:00 a.m. to 4:00 p.m., Monday through Thursday, but only open until noon on Fridays.

The key for the electricity must be returned the following Monday (Tuesday in case Monday is a holiday) to the town office. Do not give the key to anyone else requesting it. If the key is lost, the amount to have a new key made will be withheld from the deposit.

Information Specific to Thurber Park

If you would like to use the electricity at Thurber Park, it is available from inside the bathroom at the park. You must come to the town office before you use the park to pick up the key for the bathroom. No Town staff are available to turn on the electricity on the weekends, so keep that in mind when renting. Also be aware that the Town Office is open 8:00 a.m. to 4:00 p.m., Monday through Thursday, but only open until noon on Fridays.

Water balloons are not allowed in the park. The sink is to be used for hand washing only. Do not flush anything down the toilet that is inappropriate. If there is a backup caused by misuse, the water is left running, or the restroom is left dirtier than you found it, then the renter will be held responsible. Before you leave make sure the bathroom door is locked and the light is off.

The key for the bathroom must be returned the following Monday (Tuesday if Monday is a holiday) to the town office. Do not give the key to anyone else requesting it. If the key is lost, the amount to have a new key made will be withheld from the deposit.

Renter Information

Name of Renter: _____

Address: _____

Phone: _____ # of Attendees: _____

Date and hours of usage: _____

Event type: _____

Signature: _____ Date: _____

Town Office Use Only: The Town has received the permit application and fee, and the renter hereby has a permit for the exclusive use of the designated park shelter and park during the date/times listed above.

Town Clerk