

VILLAGE OF STAR PRAIRIE

2026 BALLFIELD RESERVATION FORM

Ballfield Reservation is now on a separate reservation form. To reserve the Ballpark Shelter, please use the Ballpark Shelter Reservation Form

Reservations will be taken for the current calendar year, starting January 2nd or the first working day of the calendar year.

Reservations cannot be accepted for the weekend before Easter, the 3rd week of August, Ox-Cart Days (Sunday through Sunday).

NAME/ORGANIZATION: _____

ADDRESS: _____

PHONE NUMBER: _____

RENTAL DATE: _____ **APPROX. TIMES:** _____

EVENT: _____ **APPROX. ATTENDANCE:** _____

EMAIL: _____

Please use the back of this form to add any information which you feel the Park Committee would find reasonably necessary to make a fair determination as to whether a permit should be issued.

BALLFIELD: \$100 per event
check # _____

DEPOSIT: \$50 damage
check # _____

SEPARATE CHECKS ARE REQUIRED made to Village of Star Prairie for the Park Fee and damage/cleaning Deposit. The Deposit check may be picked up by the person making the reservation ten (10) days after the event date (or the Deposit check will be shredded); providing that there is no damage or need for special cleaning. A refund of the Ballfield Fee and Deposit are allowed if cancellation is made thirty (30) days prior to the event date.

PARK AND SHELTER RENTAL RULES:

- No alcohol can be served or sold within Village Parks per Ordinance 11-4-1.
- No stakes can be driven into the ground without calling Diggers Hotline. ABSOLUTELY NO STAKES IN BLACKTOP PAVEMENT.
- Park Hours are between 6am-10pm.
- Amplified music is not allowed unless specific authority is first obtained from the Village Board.
- Motor vehicles are to be driven and parked in designated areas only
- Pets, including animals of any species, shall not be permitted to run at large.
- Renter is responsible for removing any decorations and placing all trash in proper receptacles.
- BallPark Shelter can be reserved if it is not currently reserved over your rental date.
- Persons reserving Village facilities shall be completely responsible for cleaning up the facilities after the event to the satisfaction of Village of Star Prairie officials.

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I have read the Ballfield reservation rules and accept responsibility for enforcement of all Park rules and proper conduct of all persons using the facility. I/We further agree to indemnify and hold the Village of Star Prairie, its agents, trustees and employees harmless from any claim, cause of action, damage, injury, liability, cost, expense (including reasonable attorney fees) incurred or suffered by the Village, its agents, trustees and employees attributable or arising from my/our use of the Village Park facility pursuant to this reservation.

SIGNATURE: _____ **DATE:** _____

Return to: **VILLAGE OF STAR PRAIRIE P.O. BOX 13 STAR PRAIRIE, WI 54026**
 Phone: 715-248-7231 Fax: 715-248-7501
 Email: clerk@villageofstarprairie.com
 Website: www.villageofstarprairie.com