CITY OF NEW BUFFALO PARK PAVILION RENTAL AGREEMENT (2024)

This agreement is only for the pavilion facilities at either Lion's Park or Oselka Park and concession area. Special use requests for other park facilities will be considered on an individual basis. Such requests must be sent in writing to City of New Buffalo. Please sign and return the Pavilion Rental Agreement form with fees to:



City of New Buffalo City Hall 224 W. Buffalo St. New Buffalo, MI 49117 269-469-1500 forms@cityofnewbuffalomi.gov

Reservations are accepted in the calendar year of event, beginning the first business day of January for City of New Buffalo residents for their use only. All others may reserve beginning the first day of April. Lion's Park Pavilion may only be reserved by City of New Buffalo or New Buffalo Township residents or organizations.

I am requesting use of	Oselka Park Pavilion	Concession Area		
	Lion's Park Pavilion			
I am a resident of	City of New Buffalo			
Request Date:		Date of Event:		
after scheduled rental time	e. Back-to-back rentals are not	t up and clean up time. Facilit t permitted for the same event	ies will not be available p on the same day.)	rior to or
Purpose for use:	(
	(No Commercial Use)		
Name of Person/Organiza	tion Applying for Rental:			
Address		City		
State		Zip		
Dhana #		E-Mail		
Phone #		E-Maii		
Required Facility Rental	•	\$100.00		
Friday - Sunday (J Off-Season Rate	y (June through September) une through September) (October through May)	\$80.00 (4 Hour Rental) \$150.00 (4 Hour Rental) \$50.00 (4 Hour Rental)	\$145.00 (8 Hour Rental) \$270.00 (8 Hour Rental) \$90.00 (8 Hour Rental)	
Friday - Sunday (Ji	Resident y (June through September) une through September) (October through May)	\$50.00 (4 Hour Rental) \$75.00 (4 Hour Rental) \$25.00 (4 Hour Rental)	\$75.00 (8 Hour Rental) \$115 (8 Hour Rental) \$40 (8 Hour Rental)	
Monday - Thursday Friday - Sunday (Ji Off-Season Rate	Rental - Non Resident y (June through September) une through September) (October through May)	\$150.00 (4 Hour Rental) \$200.00 (4 Hour Rental) \$50.00 (4 Hour Rental)	\$270.00 (8 Hour Rental) \$360.00 (8 Hour Rental) \$90.00 (8 Hour Rental)	
Friday - Sunday (J	Rental - Resident y (June through September) une through September) (October through May)	\$75.00 (4 Hour Rental) \$150.00 (4 Hour Rental) \$50.00 (4 Hour Rental)	\$115.00 (8 Hour Rental) \$225 (8 Hour Rental) \$75.00 (8 Hour Rental)	

The City of New Buffalo reserves the right to waive the rental fee and deposit for Non-Profit, Community Organizations or Governmental Entities. All rentals are limited to no more than twice per year for any group or property address. Facilities are not intended for the regular use by any group or organization. Submission of a rental agreement does not guarantee the request will be approved.

(OVER)

	Yes	I would like \$ New Buffalo Park Fund 1		nsidered a donation to the City of ned to me.			
	No	I would like my entire de	posit returned to me.				
The Renter Agrees:							
1.	1. Be on site for the event.						
2.	2. Not to bring, consume or allow alcoholic beverages or smoking on the City premises.						
3.	3. Not to permit gambling on the premises.						
4.	4. Animals are NOT permitted in the park.						
5.	5. All vehicles are to remain in the parking lot and in no circumstances are vehicles to be driven on the lawn or sidewalks.						
6.	6. To clean the premises and place all refuse in dumpsters or carts provided by the City.						
7.	7. To accept the premises in its present condition and return it in like condition.						
8.	8. All bands and amplifiers shall be allowed inside the pavilion only.						
9.	9. To reimburse the City of New Buffalo for any damage to the premises, building and equipment.						
10. To vacate the premises at the scheduled time. One event may not take up more than one time slot.							
11. No personal property shall be on the premises other than during the rental period.							
12	2. The	hours available for the renta	l of the park pavilion are	3 a.m. until 9 p.m. unless special permission is			
granted by the City Manager or their designee.							
13. The City is not responsible for lost or stolen articles.							
14. The City reserves the right to deny a rental date requested if it is deemed to be in conflict with a							
	prev	iously scheduled inside eve	nt requiring the parking a	rea or the planned use does not comply with rental			
	guidelines or if any abuse or prior abuse of this policy has occurred by the applicant or member of the						
applicant's immediate family. The undersigned emplicant agrees not to held the City of New Puffele and its members on agents lights for							
The undersigned applicant agrees not to hold the City of New Buffalo and its members or agents liable for injury or damage to persons or property on the premises and to be on site during the entire rental period. The applicant understands that the deposit will be forfeited if the pavilion and grounds are not left as found, free of garbage with furnishings returned to their original position.							
Applicant Signature			Date				
City of New Buffalo Use Only							
Total :	Receive	ed: \$	Date Rc'd:	Driver's Lic. #			
Check	# or C	ash:	Receipt:	Property Owner:			
Receiv	reived by Deposit Returned: Yes / No Date Returned:						