



DOOR COUNTY PARKS DEPARTMENT

3538 Park Drive

Sturgeon Bay, WI 54235

Phone: (920) 746-9959, Fax (920) 743-9971

Email dcparks1@co.door.wi.us

Web site <http://map.co.door.wi.us/parks>

POLICY FOR PRIVATE FUNCTIONS IN COUNTY PARKS

- All Reservations are taken on a first-come/first-served basis and are **Nonrefundable**. All fees are subject to change.
- County Parks can not and will not be closed for use by the public at large. However those registering with the County Parks Office have first priority for private functions within County shelters.
- County shall endeavor to give priority in County Park usage to persons who complete, execute, and submit to Door County Parks Department a "Reservation Application Form" if said Application is approved by the Parks Department.
- The County Parks normal closing hours are 11:00 p.m.
- Persons using a County Park will be responsible for the park being in a clean orderly state after their use. Minimal garbage generated may be put in County receptacles. Excess garbage beyond capacity of County receptacles must be removed from County premises. For groups over 100 people we recommend you rent a garbage hopper.
- No glass containers allowed in parks. Cans and plastic containers only. Kegs allowed by permit only.
- If keys are required to use facilities there will be a \$35.00 charge per key for any key not returned.
- No County Park property may be moved or altered without the prior knowledge and prior consent of the Door County Parks Department. Any picnic tables moved must be returned to their proper location.
- No structure (e.g., tent, fence, etc.) may be erected within, nor equipment (e.g., table(s), chair(s), audio or audiovisual equipment, etc.) brought into, a County Park without the prior knowledge and prior consent of the Door County Parks Department. Structures and equipment must be removed on the same day.
- Any special requests will be charged on a time and material basis.
- Persons using a County Park shall comply with all applicable federal, state and local laws, rules, regulations and policies.
- Door County does not warrant that any County Park is fit for any purpose and shall not be responsible in case of damage or injury to property or person which may arise out of, result from, or be in any manner connected with use of a County Park.
- Door County Parks reserves the right to cancel because of conditions beyond Door County Parks control.

Acknowledge receipt this ____ day of _____, 20__.

Signature

Print Name: _____ Phone No. _____

Address: _____



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RESERVATION APPLICATION FORM

Park Name: _____ (hereinafter referred to as facility”)

Date Desired: _____ Time Desired: From _____ To _____

Proposed Activity: _____

Name, Address, Phone # of Applicant _____

Address _____ Phone No. _____

Email _____

Applicant accepts facility in “as is” condition, and acknowledges the Door County does not warrant or represent that facility is fit for any particular purposes.

Applicant shall indemnify and hold harmless Door County from and against any and all loss, damage, claim, liability or expense by reason of any damage or injury to property or person which may arise out of, result from, or in any manner connected with Applicant’s use of the facility.

Door County Parks reserves the right to cancel because of conditions beyond Door County Parks control.

Applicant shall observe and comply with all applicable federal, state or local laws, ordinances, rules, regulations or policies now in effect of hereafter promulgated.

Applicant is required to be present at and throughout the activity.

Submitted and agreed this _____ day of _____, 20____.

Signature

Area Below Line to be Completed by Parks Dept.

Approved/Disapproved this _____ day of _____, 20____.

Print Name: _____

Print Title: _____

Door County Parks Department