



City of Request for use of Property (Steinberg Park, Fairgrounds or Putnam Park)

Blue Earth

the earth so rich the city grows

\$50.00 fee non-refundable

Circle one: Steinberg Park (30 person capacity)
Putnam Park: Big shelter (100 person capacity) OR little shelter (25 person capacity)
Gazebo Park (15 person capacity unless it is a Public Event)
Fairgrounds

Name: \_\_\_\_\_ and/or
Organization: \_\_\_\_\_
Address: \_\_\_\_\_
Home Phone: \_\_\_\_\_ Business Phone \_\_\_\_\_
Cell phone \_\_\_\_\_

Emergency Phone Numbers and contact names if applicable:
Name: \_\_\_\_\_ phone/cell \_\_\_\_\_
1. \_\_\_\_\_
2. \_\_\_\_\_

E-mail Address/web site: \_\_\_\_\_

Date: \_\_\_\_\_ Time: from \_\_\_\_\_ to \_\_\_\_\_

Additional details of event \_\_\_\_\_

Agree to assume responsibility for cleaning and leaving the facility in order for the next user. Open facilities are first-come first- serve and all paid reservations must be honored.

Signature:

Each guest is responsible for leaving the assigned area(s) clean and in order. Shelters must be left clean; trash placed in trash receptacles provided by the City. Anything over 2 bags of garbage, you must take with you.

If you are setting up a tent you must call Gopher Locate. Once the tent is removed the area must be returned to its condition before the tent was erected \_\_\_\_\_.

\*\*\*Steinberg Park\*\*\*

If there are more than 30 people attending your event a porta potty must be on site to handle the extra people. The City will call and have one delivered at a cost to you of \$104.50/unit. This fee must be paid up prior to the event: \_\_\_\_\_

Deposit or Fee
\$ \_\_\_\_\_ cash or check number \_\_\_\_\_

The Pool rental fees are \$60.00 for one pool or \$100.00 for both pools an hour. Contact number is 507-526-2715(seasonal)