



# City of Albion

William L. Rieger Municipal Building  
112 West Cass Street • Albion, Michigan 49224  
(517) 629-5535 • Fax (517) 629-2238

## PARK RESERVATION APPLICATION

I, \_\_\_\_\_ request permission  
(Responsible Party/Organization)

from the City of Albion to use the following park facilities.

\_\_\_\_\_  
(Park and Park area requested)

On \_\_\_\_\_ from \_\_\_\_\_ a.m. to \_\_\_\_\_ p.m.

On \_\_\_\_\_ from \_\_\_\_\_ a.m. to \_\_\_\_\_ p.m.

On \_\_\_\_\_ from \_\_\_\_\_ a.m. to \_\_\_\_\_ p.m.

Description of events or functions: \_\_\_\_\_

Number of people expected to attend: \_\_\_\_\_

Number of tables needed (allow 8 persons per table)? \_\_\_\_\_

Non-profit organization? Yes \_\_\_\_\_ No \_\_\_\_\_

Will amplified sound be used? Yes \_\_\_\_\_ No \_\_\_\_\_

Have this organization conducted this event in the requested area before?

Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, when; \_\_\_\_\_

*"Our Main Street is Superior"*

Responsible Party Information:


I HAVE READ AND UNDERSTAND THE RULES, GUIDELINES AND CONDITIONS OF RESERVING A PARK FACILITY AND UNDERSTAND THAT ACCEPTANCE OF THEM IS A CONDITION OF APPROVAL.

\_\_\_\_\_  
(SIGNATURE)

\_\_\_\_\_  
(DATE)

NOTE:

- City may require any additional information or reference
- A copy of Park Rules and Regulation is attached for your information
- A fee will be assessed if the grounds are not cleaned of any litter or any major damage occurs during the use of the City facilities.

***APPROVAL IS HEREBY GRANTED FOR THE PURPOSE SPECIFIED ABOVE AND IS CONTINGENT UPON ACCEPTANCE AND ADHERENCE TO ALL RELEVANT CONDITIONS AND RULES.***

\_\_\_\_\_  
Harry Longon, Superintendent of Public Works