



CITY OF FERNDALE

Park Facilities Reservation Form

Reservations for park facilities may be made at the City Clerk's Office beginning the first working day of each year.

RESERVATION INFORMATION (Complete all that apply)

Facility: _____ Date Requested: _____

Hours: From: _____ a.m./p.m. To: _____ a.m./p.m.

Description of event: _____

Approximate attendance: _____ Alcohol being served: Yes No

Additional Information: _____

CONTACT INFORMATION (Please Print)

Name: _____ Organization Name: _____

Street: _____ City: _____ Zip: _____

Email address: _____

Day Phone: _____ Evening Phone: _____

I have received a copy of the City's parks rules and facility use regulations and do hereby promise to obey all said rules and regulations. I agree to indemnify, release and hold harmless the City of Ferndale, all of its officers, agents, and employees, from any and all liability for injuries, claims, costs, loss or damage to persons (including death) or property, which result from, arise out of or are in any way, directly or indirectly, connected with the use of park facilities, or that may be the result of or related in any way to any negligence or other acts or omissions of the City of Ferndale, its officers, agents, and employees.

I am agreeing to these terms on behalf of, and they are binding on myself, my family and my heirs, beneficiaries, personal representatives and estate.

| | | | |
|---------------------------------|--|---|---|
| OFFICE USE ONLY: | | | |
| Date Reserved: _____ | Total Rental Fee Paid: _____ | Receipt Number: _____ | |
| Additional Permits/Regulations: | <input type="checkbox"/> Park and Facility Rules | <input type="checkbox"/> Banquet Permit | <input type="checkbox"/> Alcohol Agreement |
| | <input type="checkbox"/> Special Event Permit | <input type="checkbox"/> Certificate of Insurance | |
| Notification Required: | <input type="checkbox"/> Park Maintenance | <input type="checkbox"/> Public Works | <input type="checkbox"/> Police <input type="checkbox"/> Fire |
| Approval: _____ | Date: _____ | | |

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Park Facilities Reservation Information

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FACILITY INFORMATION

North Picnic Shelter

The North Picnic Shelter is located adjacent to the parking area and sports fields of Pioneer Park. Water and electricity are available. The capacity of the shelter is 60 people.

Half Day Rate (4 hours or less) \$20.00 Full Day Rate (more than 4 hours) \$30.00

The Stage at Pioneer Park

The Stage in Pioneer Park has electricity. It is a popular location for outdoor weddings. The stage is available for rental from 9:30 a.m. until 3:00 p.m. on weekdays and 9:30 a.m. until 4:45 p.m. on weekends. Events that extend beyond regular rental hours require approval of a Special Events Permit.

Half Day Rate (4 hours or less) \$20.00 Full Day Rate (more than 4 hours) \$30.00

Barr Barn

The historic Barr Barn has electricity.

The rental rate is \$150 per event.

Rental of Barr Barn requires: (regardless of event size)

- Special Events Permit (no charge)
- Special Event Police Presence (unless requirement is waived by the Chief of Police) (\$64 - \$73 per hour, with a minimum of two officers required)
- Proof of Liability Insurance Policy (per FMC 12.28.080 requirements)

Athletic Fields

Soccer and ball fields may be reserved for practice and games. The rates below apply to all groups.

- Youth Rate: \$10 per game/practice | Adult Rate: \$18.00 per game/practice
- Youth Tournament fees: \$50 per field, per day
- Adult Tournament fees: \$18 per game with a \$100 per field, per day minimum
- Mid-day tournament field prep: \$25 per field, per day
- Light fee for night games: \$10 per game
- A call-out fee of \$40 may be assessed to turn lights off

Users are required to have a copy of the rental agreement at time of use.

Full Park Reservations

Pioneer Park and Vanderyacht Park may be reserved for large group functions or events. The per day fee for park rentals is \$150.00. A Special Event Permit is required for this type of reservation.

ALCOHOL PERMIT

Opening or consuming of any alcoholic beverage within city parks is prohibited except in those areas and those events that have appropriate licensing from the State of Washington and have written permission from the City Clerk or their designee. Applicants must show proof of state licensing prior to authorization by the City Clerk.

SPECIAL EVENT PERMIT

Special Event Permits are required for any special event conducted in the City of Ferndale (FMC 12.28). **Permits must be completed a minimum of 45 days prior to the event.** Permits are not required for informal gatherings of 50 or fewer people in a city park, unless merchandise or services are offered for sale.

SECURITY

The hiring of on-duty police officers may be required for issues such as, but not limited to, large special events or those events where alcohol will be served.

RENTAL TIMES

Reserved times include set up and clean up of the facility. Renters are responsible for facility set up and clean up.

CITY OF FERNDALE



Park and Facilities Rules and Information

For your safety and enjoyment, please observe the following when utilizing city parks and recreation facilities:

Initial **PARK RULES** (Summarized from Ferndale Municipal Code 12.26)

- _____ 1. Dogs must be under direct control of owner or authorized person, by leash, voice or signal control. Handlers are responsible for cleaning up their animal's waste deposits.
- _____ 2. City parks are open to the public from dawn to dusk.
- _____ 3. Litter receptacles are provided for park use only. Dumping of trash and littering is prohibited.
- _____ 4. Fireworks and overnight camping is allowed with a Special Event Permit.
- _____ 5. Opening or consuming alcoholic beverages is prohibited, except at those events that have appropriate licensing from the State of Washington, and the City of Ferndale.
- _____ 6. No person shall destroy, injure, deface, obscure or remove any structures, signs, equipment or vegetation.
- _____ 7. Selling food, drink or other merchandise is permitted with a Special Event Permit or a concession sales contract with the City of Ferndale.
- _____ 8. Skateboarding and bicycles are prohibited on any sidewalk or parking areas when being used in a manner endangering or likely to endanger the safety of persons or property.
- _____ 9. Golfing activity and the use of metal detectors or digging is prohibited in City parks without written permission from the Public Works Director.
- _____

I, the undersigned, hereby acknowledge that I have received and read these park rules. I understand that failure to abide by these rules may result in no longer being able to rent a park facility, could impact my ability to receive future special event permits from the City and could also result in civil or criminal infractions depending on the rule's statutory authority within the Ferndale Municipal Code.

NAME: _____ **DATE:** _____

SIGNED: _____

**CITY OF FERNDALE
Alcohol use Agreement**



EVENT INFORMATION (Complete all that apply)

Facility: _____ Date Reserved: _____

Hours: From: _____ a.m./p.m. To: _____ a.m./p.m.

Description of event: _____

CONTACT INFORMATION (Please Print)

Name: _____ Organization Name: _____

Street: _____ City: _____ Zip: _____

Day Phone: _____ Evening Phone: _____

Email address: _____

THE CITY OF FERNDALE WILL PERMIT THE USE OF ALCOHOL ON THE FOLLOWING CONDITIONS:

Renter Agrees To:

1. Obtain a Washington State Liquor Control Board-Banquet Permit.
2. Complete two (2) copies and return one (1) copy of this Alcohol Use Agreement.
3. Post the permits in the facility during use.
4. Fully comply with and enforce among everyone present at the facility all conditions, restrictions and control requirements contained in the Banquet Permit.
5. Fully comply with and enforce among everyone present at the facility all state and local statutes, ordinances and regulations restricting the use of alcohol.
6. Abide by all facility policies and regulations.
7. Indemnify, defend and save harmless City of Ferndale and those persons who were, now are, or shall be duly elected appointed officials or members or employees thereof, against and from any loss, damage costs, charge, expense, liability claims, demand or judgments of whatsoever kind of nature, whether to persons or property arising wholly or partially out of any act, action, neglect, omission or default on the part of anyone present at the park facility during its use by "Renter" except such injury or damages as shall be brought against City of Ferndale on account of any act, action, neglect, omission or default on the part of "Renter" or anyone present at the park facility during his/her use thereof. "Renter" hereby agrees and covenants to assume the defense thereof and to pay any and all costs, charges, attorney's fees and other expenses and any and all judgments that may be incurred or obtained against City of Ferndale.

THE CITY OF FERNDALE MAY IMMEDIATELY TERMINATE THIS AGREEMENT AND WITHDRAW PERMISSION FOR ALCOHOL USE IN THE FACILITY IF ANY OF THESE CONDITIONS ARE NOT MET BY THE "RENTER".

Renter

Date

City Clerk

Date