

Applicant's Signature

«TodaysDate»

«RequestedBy»

«Address»

«CityStateZip»

Dear «FirstName»:

This is to confirm your reservation for the «Pavilion» Pavilion for the following date «ReservationDate». **You must have this Permit in your possession during the time of use for the above reservation, and present it to any authorized Park Personnel upon request.** This permit does not include vehicle parking fees, if applicable. These fees can be found on the Tentative Reservation Form which you received previously.

Park Rules are posted at the pavilion and throughout the Park and shall be strictly adhered to. Please remember the following:

1. A 14 day notice of cancellation is required for the return of your fee. (Less a \$5.00 Service Fee.)
2. If your pavilion reservation is at Sanford Lake Park (SLP), be aware that on occasion the park may be closed by noon on weekends and holidays due to heavy visitation and the accompanying lack of parking space. Therefore, in order to insure that all members of your party are able to enter this park, we recommend that everyone in your party arrive before noon.

Please call us at 832-6870 if you have any questions about your reservation. We look forward to your visit, and hope that your outing will be most enjoyable.

Midland County Parks and Recreation Commission

This document also serves as your receipt for payment made to Midland County Parks and Recreation Commission for the rental of the Pavilion.

RESERVATION/RECEIPT NUMBER: «ReservationNumber»

TENTATIVE PICNIC PAVILION RESERVATION

Reservation Date: «ReservationDate»

Res. No: «ReservationNumber»

Pavilion Requested: «Pavilion»

Size: «PavilionSize»

Group/Organization: «Group»

Approx. Size of Party: «ApproxAttending»

Requested By: «RequestedBy»

Phone: «PhoneNumber»

Arrival Time: «ArrivalTime»

Amount Due: «TotalFee»

Date Reservation Taken: «DateTaken»

Billing Date: «BillingDate»

Maintenance Reminders:

___ Area Policed ___ Floors Cleaned ___ Tables Cleaned ___ Grills Clean ___ _____

COMMENTS: (Vandalism, Problems, Etc.) Please Initial all notations.

MAINTENANCE COPY

Check or Money Order Number: «CheckNumber»

«Group»