



289 Jayroe Ave. P.O. Box 74 Elm Springs, AR 72728
cityclerk@elmsprings.net 479-248-7323
Website--- elmsprings.net

CITY OF ELM SPRINGS
PAVILION/PARK RESERVATION AGREEMENT

Name of Applicant _____ DOB _____

Address _____

Phone _____ Alt Phone# _____

E-Mail _____ Driver's License Number _____

Day/Date of Reservation _____ Time Period Needed _____

**The pavilion is reserved for four-hour blocks if not indicated for longer time needed.
The Pavilion is reserved on a first come first serve basis.**

Cancellation Policy: Please notify City Hall if you need to cancel your reservation, to allow Pavillion to be open to new reservations.

Park/Pavillion Terms and Conditions:

1. No Alcoholic beverages and/or drugs are permitted on any City of Elm Springs property. Such use will result in immediate ejection from the premises.
2. Please remove any decorations, tape, ect.....from tables, poles, building, ect.
3. Restrooms will be unlocked during the reserved time. They must be left neat and free of debris. Please make sure all toilets are flushed upon your departure. (CLOSED DURING WINTER)
4. All garbage must be bagged, tied and placed in Dumpster located across the street. The pavilion will have garbage bags in trash barrels; renters responsible for providing any additional bags.
5. Renter assumes full responsibility for any damages to City of Elm Springs equipment and/or property that occurs as a result of the requested use. Park/Pavilion will be inspected after designated rental times.
6. Renter must be considerate of surrounding neighbors.

7. Renter understands that reservation may be revoked at any time due to the misconduct of individuals in the group or misuse of the property. If revoked, future reservations may not be issued to these groups or individuals.
8. No fireworks or open fires are allowed.
9. The renter is responsible for seeing that all activities are properly controlled and supervised and agrees to comply with the City of Elm Springs Noise Ordinance and all other applicable laws. The Renter is responsible for leaving the Pavilion in the same condition as it was found.
10. Music must not be loud or offensive to the public. The pavilion is within a residential area; please respect the neighbors of the pavilion.
NOTE: Music must comply with the City of Elm Springs Noise Ordinance or police will be dispatched.
11. The renter understands that all terms and conditions must be adhered to and Pavilion/Park and surrounding common areas are left in the condition in which they were found.
12. The Renter understands that Elm Springs Park is open to the public from sunup to sundown, Sunday through Saturday.
13. The city of Elm Springs is not responsible for any personal items left on the premises.
14. The reservation is for the Pavilion only, the park remains open to the public.

The City of Elm Springs reserves the right to charge cleanup costs associated with your failure to abide by the above-mentioned rules and instructions.

I have read and will follow the above instructions and agree not to hold the City of Elm Springs responsible for any damages or injuries to persons or property. I or the organization, which I represent, will take full responsibility for any damages or injuries to persons or property and lost or stolen items that occur during the use of the Pavilion and/or surrounding outdoor facilities.

Signature/Renter _____ Date _____

WHEN RENTING THE COMMUNITY BUILDING AND/OR PARK

PLEASE DO NOT

**PARK IN EMPLOYEE OR POLICE PARKING,
IN FRONT OF SHOP BUILDING,
NO BLOCKING GARAGE DOORS!!**

No Blocking RED gate beside garage!!

**NO BLOCKING HANDICAP PARKING (UNLESS
YOU HAVE A VALID HANIDCAP PASS)**

**POLICE DEPARTMENT AND SHOP ARE OPEN
24/7**

****TICKETING AND OR TOWING CAN BE A
RESULT OF PARKING IN POLICE PARKING OR
ONLY DESIGNATED SPACES*****

Signature _____ Date _____

Please make sure you and all your guests are aware of the allowed parking spaces.