Connect With Reedsburg

134 South Locust Street
P.O. Box 490
Reedsburg, WI 53959

Phone: 608-524-6404
Fax: 608-524-8458
Parks Dept. Phone: 608-524-2600

Reservation Application
Reedsburg Area Community Arena
1411 Viking Drive

Applicant Information:

Name:

Address:

City/State/Zip:

Telephone: Contact Person (if different from above):

Function Description:

Date/Time: **Day** **Time**

_____ _____

_____ _____

Tables: Number of Picnic Tables Required _____

Fees:	**Days**		**Fee**	**Total**
❑ Family Picnic Outings	_____	X	$300	_____
❑ Company Picnics	_____	X	$500	_____
❑ Profit Organizations	_____	X	$700	_____
❑ Non-Profit Organizations	_____	X	$100	_____
❑ Any Events with Loud Music (Refundable)	_____	X	$400	_____
❑ Refundable Deposit (returned after building is checked for clean-up/damages) (Please provide a separate check)	_____			$100
TOTAL FEES				_____

_____ _____

Responsible Party Date

Statement of Understanding:

It is understood that the applicant is solely responsible for all clean-up, refuse removal and damage repair, and that the deposit made may not be sufficient to meet these costs. It is further understood that the City's rental of such space does not make the City a sponsor, supervisor, manager, director or otherwise responsible for conducting the event which is solely the applicant's responsibility. The applicant also understands that the City offers liability insurance coverage for an additional charge at the request of the applicant. It is the City's policy to encourage all private users of City facilities to obtain liability coverage.