



OKLAHOMA Choctaw City Hall

CHOCTAW CREEK PAVILION RESERVATION FORM

Group Name: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone #: (_____) _____ Fax #: (_____) _____

Email: _____@_____

Please check Facility requested along with group size and fee:

<u>Small Pavilion:</u>		<u>Mid-Size Pavilion</u>		<u>Large Pavilion</u>	
<input type="checkbox"/> Up to 30 people	\$50.00	<input type="checkbox"/> 31 to 100 people	\$75.00	<input type="checkbox"/> 101 - 149 people	\$125.00
				<input type="checkbox"/> 150 + people	\$150.00

Deposits: The following deposits for rental of any facilities are required as follows and shall be paid along with the rental fees:

- Park Key \$50.00 {Refundable upon return of key}
- Clean-up \$100.00 {Refundable if cleaned}

Refunds: Should you decide to cancel your event at any time after you have paid, a refund will apply as follows:

- Thirty (30) days or less NO REFUND
- Thirty-one (31 days or more) 75% REFUND

Other Information and Park Rules:

- The reserved use of a Choctaw Creek Park Pavilion is by this Agreement ONLY.
- Reservations may NOT be transferred, assigned or sublet to another individual or organization.
- The Park closes at dusk and during the remaining hours of darkness.
- All motor vehicles must park ONLY in designated parking areas. The Parking of a vehicle or equipment under any pavilion or upon the grass next to the pavilion is PROHIBITED.
- The sale of goods and/or services within the Park is prohibited except as allowed below:
The grounds and facilities at Choctaw Creek Park may not be used by an individual, group or organization to raise money except that a non-profit group or organization may schedule one (but not more than one in a calendar year) fund-raising activity.
- The sale of alcoholic beverages is prohibited within the Park except as allowed below:
The grounds and facilities at Choctaw Creek Park may not be used by an individual, group or organization to sell alcoholic beverages except that a non-profit group or organization may schedule one (but not more than one in a calendar year) event. However the possession and use of alcoholic beverages is not prohibited.
- NO fireworks are allowed to be discharged within the Park.
- ALL dogs and cats MUST be on a leash.
- ALL trash and debris must be properly removed.

Method of Payment: ALL reservations are made on a first come first served PAID basis. Reservations are not accepted over the phone. You may return this form with payment to the City of Choctaw, P.O. Box 567, 2500 N. Choctaw Road, Choctaw, OK 73020 in person or by mail.

I hereby agree to abide by all rules and regulations of Choctaw Creek Park. I further agree to pay for all damages to the facilities at Choctaw Creek Park which may be caused by my group/organization use (other than normal wear and tear). It is also understood that the City reserves the right to cancel my reservation at any time should a conflict arise with your use of the facilities (an appropriate refund will be made). Furthermore, I agree to not hold the City of Choctaw or any of its employees responsible for any and all accidents, injuries, damages or monetary loss from my group/organization use of the facilities at Choctaw Creek Park.

Signature: _____ Date: _____