RESERVATION NO._____
DATE SENT TO PARK_____

PASCO COUNTY, FLORIDA

PARK OFFICE	(352) 521-4252
LAND O' LAKES	(813) 929-2760
NEW PORT RICHEY	(727) 834-3278
DADE CITY	(352) 521-4182

PARKS, RECREATION, AND
NATURAL RESOURCES DEPARTMENT
JOHN S. BURKS MEMORIAL PARK
13220 GENE NELSON BOULEVARD
DADE CITY, FL 33525

PARK RESERVATION FORM

(PLEASE PRINT)

1. TODAY'S DATE_____ PARK REQUESTED_____
2. FACILITY(IES) REQUESTED (i.e., room, shelter, field)_____
3. DATE(S) REQUESTED_____DAY OF WEEK_____
4. TIME: FROM_____TO_____NUMBER OF PEOPLE EXPECTED_____
5. PARK TO BE USED FOR_____
6. REQUESTING ORGANIZATION_____
7. REQUESTED BY_____TITLE_____
8. ADDRESS_____
9. CITY_____STATE_____ZIP_____
10. HOME PHONE (___)_____WORK PHONE (___)_____
11. FAX (___)_____ E-MAIL ADDRESS _____
12. SPECIAL ARRANGEMENTS REQUESTED (description of activity)_____
    _____
13. REQUESTED BY (must be the same as No. 7) SIGNATURE_____
    PRINT NAME_____

(Please make checks payable to the **PASCO COUNTY BOARD OF COUNTY COMMISSIONERS**. If paying by check, please have your driver's license or ID available.)

OFFICE USE ONLY—PLEASE DO NOT WRITE BELOW THIS LINE

FACILITY AVAILABILITY CHECKED AND LOGGED: DATE_____SIGNATURE_____

REQUEST APPROVED_____REQUEST DENIED_____REASON FOR DENIAL_____

_____

BY_____TITLE_____

RESTRICTION(S)_____

_____

FEE AMOUNT $_____ AMOUNT PAID $_____ CASH_____ CHECK NO._____

O.D. RECEIPT #_____ STAFF SIGNATURE_____

FACILITY RENTAL AGREEMENT

RESERVATION NO._____

PARK SITE REQUESTED_____

CANCELLATION: There are **NO REFUNDS**. Staff will try to accommodate you for another day, if possible, otherwise your fee will be forfeited.

RESPONSIBILITY: The organization or individual, in signing this agreement, assumes full responsibility:

- For any damages to the facility and/or equipment.
- To absolve Pasco County of all liability claims or damages incurred by any participant or spectator of the activity.
- To ensure that the following rules and regulations are followed or privileges to utilize the facility in the future may be revoked:

THANK YOU FOR NOT USING WATER BALLOONS

1. No smoking in facilities.
2. No alcoholic beverages or drugs are allowed.
3. Facility must be vacated at the end of the rental time.
4. Area must be cleaned and everything replaced in original position.
5. Control and safety will be maintained.
6. Activity may not disrupt the use of the park by other patrons.
7. No **PRESSURE COOKERS, CHARCOAL, OR GAS GRILLS** may be brought on site without prior approval in advance from the Park Site Supervisor. Charcoal grills are provided for you.
8. No bands, disc jockeys, and/or public address systems may be used without written approval.
9. All special arrangement requests must be written on the reservation request form at the time the request is submitted. Please be specific in describing special requests.
10. If banners and/or streamers of any kind are utilized, please use tape or pushpins. DO NOT use staples, nails, glue, etc. **If piñatas are utilized, they must be filled with candy only**. All decorations and fasteners MUST be removed before you leave the park.
11. Directions to your location must be attached to **YOUR OWN STAKE** or it will be removed.
12. All Pasco County ordinances must be observed.
13. Policies/procedures for Youth League activities and camping are provided under separate cover.
14. A $2.00 user/parking fee per vehicle is required at the following parks: Anclote River, Anclote Gulf, Robert K. Rees Memorial, Robert J. Strickland Memorial, Jay B. Starkey Wilderness, Crews Lake Wilderness, Moon Lake, Withlacoochee River, Eagle Point, Key Vista, and Suncoast Parkway Trail Head.

Signature: _____ Date: _____