



CITY OF MADISON, MINNESOTA PARK SHELTER RESERVATION FORM

Important Park Rules

- Shelters are intended be reserved only for larger groups of people (ie-weddings, reunions, graduations, worship services, business and community celebrations, etc.). Unused tables may be used by other groups if needed
- Please notify City Hall (320-598-7373) at the earliest date possible to cancel if your group does not need the shelter
- All parties are responsible for cleaning up after themselves
- Alcohol is prohibited in all City Parks and shelters
- Glass bottles are prohibited
- Open burning/fires are prohibited
- Pets are required to be on a leash at all times. Pet owners are responsible for clean up of their pet's waste.
- All functions shall be concluded by 11 p.m.

Date of Application _____

Reservation Date _____

Park Shelter Slon North Kiwanis Kiddie (softball fields)
Slon South Centennial (water plant)
 Circle One

Contact Person _____

Contact Phone _____

Name/Group _____

Address _____ **City** _____ **Zip** _____

Function (ie- Picnic, Wedding, Family Reunion etc.) _____

Expected Number of People _____

Start Time _____ **End Time** _____

(if your group is not present within 60 minutes of the scheduled start time, the reservation may be void)

Office Use Only

Staff Processing Application _____

Approved (Yes) (No) If not, reason _____

Entered onto Calendar (Yes) (No)

THANK YOU FOR YOUR COOPERATION!