

P.O. Box 550  
102 Front St. N.  
Barnesville, MN 56514



Phone: (218) 354-2292  
Fax: (218) 354.2472  
E-mail:  
cityforms@bvillemn.net

101-36999

## FACILITY RESERVATION FORM

Applicant's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Event Date: \_\_\_\_\_ Description of Event: \_\_\_\_\_

Arrival Time: \_\_\_\_\_ Departure Time: \_\_\_\_\_

Attendance: \_\_\_\_\_ Maximum Occupancy: 49

Amount Paid: \_\_\_\_\_ Deposit Paid: \_\_\_\_\_

Main Street Gold Member \_\_\_\_\_

\*\*\*\*\*

\$15.00 for the first four hours, \$5.00 for each additional hour for non-profit/charitable organizations, city residents performing non-profit/charitable activities and other government entities, i.e. federal, state, county and township

\$25.00 minimum fee for the first 4 hours and \$5.00 for each additional hour for individuals who wish to use the room and for-profit businesses

No Charge for Main Street Gold Members

### General Rules:

1. If possible, facilities should be reserved in advance.
2. A \$20.00 refundable cleaning/damage deposit must accompany reservations or be paid prior to use.
3. Facilities must be thoroughly cleaned before leaving. This includes sweeping floors, picking up litter, arranging furniture to the original set-up, washing dishes, cleaning countertops, etc. Failure to do this will jeopardize the refund of the deposit.
4. If alcoholic beverages are to be served, they must be provided free of charge and the renter must arrange for security approved by the Barnesville Chief of Police.
5. Groups must provide adequate adult supervision if youth will be present.

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### **PARK FACILITY PERMIT**

**Applicant's Name:** \_\_\_\_\_

**Event Date:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Arrival Time:** \_\_\_\_\_ **Departure Time:** \_\_\_\_\_

**Attendance:** \_\_\_\_\_

**Description of Event:** \_\_\_\_\_

**\$25.00 for the first four hours, \$5.00 for each additional hour. No refund will be issued.**

\_\_\_\_\_ **Blue Eagle Park Shelter-East shelter-with electric**

\_\_\_\_\_ **Blue Eagle Park Shelter-West shelter-no electric**

\_\_\_\_\_ **McGrath Park Shelter-with electric**

\_\_\_\_\_ **Group gathering in excess of 12 people**

### **OFFICE USE ONLY**

**FEE PAID** \_\_\_\_\_

**APPROVED BY:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**COPY TO: Police Dept & Public Works**