Village of Twin Oaks

1393 Big Bend Road, Suite F • Twin Oaks, MO 63021
Phone (636) 225-7873 • Fax (636) 225-6547
www.vil.twin-oaks.mo.us

PARK RESERVATION APPLICATION

This permit is subject to Park Regulations Chapter 220 of the Municipal Code. Permit is not transferable and can be revoked at any time. Reservation is not final until Village Office receives deposit. Reservations will be made on a "first come, first served" basis. Cancellation of any date(s) or time(s) granted by this permit requires two (2) business day notification or deposit may become non-refundable. Please read for your understanding and protection Chapter 220: Park Regulations of the Municipal Code. (Copy will be given upon submittal of application or can be viewed on our website.)

Today's Date: _____ Permit Number: _____

Applicant Name: _____ Email Address: _____

Address: _____ Phone Number: _____

_____ Cell Phone: _____

RESERVATION INFORMATION

Reservation Date: _____ Number of People Attending Your Event: _____

Hours from _____ to _____ (Please allow enough time for set up/clean up of your event.)

Area(s) To Be Used: (Only Two Of The Three May Be Reserved)

❑ Pavilion ❑ Volleyball Court ❑ Multi-purpose Court

Will Alcohol be served? ❑ YES ❑ NO NO GLASS BOTTLES PERMITTED

Please place all recyclables in the provided recycling containers and trash in the provided trash cans.

❑ **$100.00 standard deposit** ❑ **$200.00 standard (deposit + alcohol deposit)**
Resident deposits are fully refundable if no damage is reported

Handicapped vehicle parking is permitted in designated area adjacent to Multi-Purpose Court. Park visitors may park in designated spaces on the east side of Twin Oaks Court – not on any grassy area. Violators will be ticketed.

By signing below, applicant has read and agrees to Park Regulations Chapter 220 of the Municipal Code Village of Twin Oaks. Any violation of park regulations or misrepresentation of this form may result in forfeiture of all deposits and/or future park reservation rights. ❑ Copy Received

_____ _____
Signature of Applicant Approval/Village Administrator

For Office Use Only: DEP _____ CHK# _____ CAL _____ PRK _____ MNT _____ REF _____