

TOWN OF LA PLATA PARKS FACILITY APPLICATION  
**PLEASE PRINT INFORMATION REQUESTED**

Applicant's name: \_\_\_\_\_

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

Physical address: \_\_\_\_\_

Phone Numbers: Cell: \_\_\_\_\_ Home: \_\_\_\_\_

Email: \_\_\_\_\_

**Copy of APPLICANT ID and PROOF OF RESIDENCY required**

**Temporary Rental Rules for Wills Park:**

- Wills Park is available for rentals on Friday, Saturday, and Sunday only. One rental per day 10:00 am to 6:00 pm
- 8 hours @ \$16.00 = daily rental fee of \$135.00
- 100% capacity per Fire Marshall rating – 80 people
- Key pick up at Town Hall between the hours of 9:00 am to 3:00 pm.
- All other rental conditions apply.

**DAY/DATE REQUESTED** If permit is for more than one day, please list all dates requested. La Plata residents may reserve the building up to 6 months in advance with a maximum of 4 active reservations. La Plata businesses or organizations may reserve the building up to 4 months in advance with a maximum of 3 active reservations. There is a minimum of a 2 hour rental period.

Day of Week	Date	Time (beginning – end)	Specify the Type of Activity (child's or adult birthday party, family reunion, etc.)

PICK UP KEY ON \_\_\_\_\_ BEFORE 4:00 PM. Bring this form. RETURN KEY TO TOWN HALL ON \_\_\_\_\_

**Applicant Responsibilities:** The facility is subject to inspection during each rental by the Town in order to assure proper use of the property in compliance with park Conditions and Rules (listed on back). The facility will be inspected after each rental. **Permit must be in the possession of the person/applicant to whom it is issued and shown upon request of an authorized Town of La Plata employee.**

The applicant agrees to leave the facility clean and orderly. NOTHING SHALL BE ATTACHED TO THE WALLS OR CEILINGS WITH NAILS, STAPLES, HOOKS, TAPE or other items that might damage them or their surface. The applicant is also responsible for the conduct and good order of the group.

Emergencies: call 911  
 Facilities problems: 301-932-3870  
 Wills Park, 505 St. Mary's Avenue  
 The Facility is not staffed on a regular basis

# CONDITIONS AND RULES OF TOWN PARK USE

**These Conditions and Rules have been developed for the protection and enjoyment of all users. The Conditions and Rules will be followed by all users.  
There will be no exceptions.**

1. Persons entering the park will be identified on video cameras throughout the park.
2. The Town of La Plata will not be responsible for lost or stolen personal equipment or property. The Park is not staffed on a regular basis.
3. The Town of La Plata will not be liable for any injuries sustained by any individuals using Park facilities.
4. The applicant shall bear the cost of replacement or repair to any part of the facility that is damaged during activity under the control of the applicant.
5. NOTHING SHALL BE ATTACHED TO THE WALLS OR CEILINGS WITH NAILS, STAPLES, HOOKS, TAPE or other items that might damage them or their surface.
6. Town property shall not be removed from the building.
7. Lock building when you leave.
8. The applicant must be at least 18 years of age.
9. NO ALCOHOLIC BEVERAGES ARE PERMITTED ANYWHERE ON PARK PREMISES.
10. NO SMOKING IS PERMITTED ANYWHERE ON PARK PREMISES.
11. The applicant is responsible for cleaning up Park facilities after their use. Waste must be put in waste receptacles.
12. All trash must be put in garbage bags and placed in designated area outside of building. Overflowing waste receptacles and waste on the ground is not permitted.
13. All tables and chairs used must be cleaned of spill and food.
14. There shall be no loud or amplified music or PA systems of any kind.
15. All fees for Park use are payable upon issuance of the permit.
16. The Park closes at 8:00 Pm for outdoor uses. When using only the Wills Park building, activities must be ended by 10:30 PM, and all participants must leave the premises.
17. All animals must be leashed, harnessed or otherwise similarly restrained and accompanied by their keeper.
18. No moon bounce, dunk tank, pony rides, etc.
19. Rental is for the building only. The Tot Lot area may not be reserved for exclusive use. It will remain open to all children even though other areas are reserved by permit.

***I HAVE READ AND AGREE TO ADHERE TO ALL THE CONDITIONS AND RULES OF THIS PERMIT. VIOLATIONS MAY RESULT IN LOSS OF FUTURE RESERVATION PRIVILEGES:***

**SIGNATURE OF APPLICANT:** \_\_\_\_\_

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

**THIS AREA TO BE COMPLETED BY TOWN HALL OFFICE STAFF:**

**Application Approved**

Copy of Applicant ID

Copy of Proof of Residency Identification

Town Resident (6 month advance reservation from today's date)

Town Business or organization (4 month advance reservation from today's date)



Facility Rental fee: \_\_\_\_\_  
Date(s)                      Amount

APPLICATION APPROVED BY: \_\_\_\_\_