

VILLAGE OF CLEVELAND
1150 W. WASHINGTON AVENUE, P.O. BOX 87, CLEVELAND WI 53015
DAIRYLAND PARK RESERVATION APPLICATION
(920) 693-8181 email: village@clevelandwi.gov website: clevelandwi.gov

Name _____

Phone _____

Organization _____

Date(s) _____

Address _____

Number of Days Requesting: _____

Cleveland Resident? (circle one) Yes / No

Email address: _____

Amplifying system: (circle one) Yes / No
(If Yes, please complete Amplified System Application)

Event Name _____

****PAVILION AVAILABLE FOR RENT MAY 1st THROUGH OCTOBER 15th.**

FEES (select reservation type)

☐

MAIN Pavilion (NO KITCHEN): \$100 per day + \$250.00 security deposit = \$350 for 1 day rental (refundable security deposit)

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MAIN Pavilion (WITH KITCHEN): \$150 per day + \$350.00 security deposit = \$500 for 1 day rental (refundable security deposit)

Board approval is required if your event includes a speaker or speaker system. File the *Amplified System Application* at least two weeks prior to the next regularly scheduled Board meeting. Meeting dates are available from the Clerk's Office.

No reservations are accepted for the first weekend in August due to Dairyland Festival.

I have read the park regulations and agree to be responsible for any damage resulting from use of the park. I understand that the deposit may be forfeited in the event of damages or if the facility is not properly cleaned. I also agree that the issued key code will not be shared or disclosed to unauthorized individuals.

The Village does not provide liability insurance coverage for events or activities conducted under the care, custody, or control of the applicant.

Signature of Person Responsible for Reservation

Date

KEY CODE (Kitchen Rental Only):

Payment: Amt. \$ _____ Check # _____ PSN _____ Cash _____ Date Rcv'd _____ Release _____ % Date _____ Initials _____

Park inspected by _____ Date _____

Inspection Notes _____

VILLAGE OF CLEVELAND PARK REGULATIONS

PARK HOURS: 6:00 a.m. – 11:00 p.m.

Key Code Requirement (for Kitchen Rental)

This form and all required fees must be received by the Clerk's Office before a key code will be issued.

Rental Responsibilities and Rules

1. **Renter Responsibility:** The renter (individual or organization) is responsible for the conduct of all guests and for any damage, vandalism, littering, or ordinance violations occurring during the rental period, including damage to park grounds and adjacent properties.
2. **Damage and Security Deposit:** Any damage to the building(s), park, equipment, or contents may result in forfeiture of the security deposit. The renter is responsible for all repair or replacement costs.
3. **Overhead Doors:** Doors must remain open and secured in the open position. Tampering or adjustment is prohibited.
4. **Litter and Waste Disposal:** Littering, dumping, or depositing rubbish, refuse, or other materials anywhere in the park is prohibited. Dumpsters are not provided in Village parks. All garbage must be properly disposed of.
5. **Glass Containers:** Glass beverage bottles are prohibited in all Village parks.
6. **Renter-Provided Supplies:** For Kitchen rentals, renters must provide hot pads, serving utensils, dishcloths, towels, and dish detergent. All renters must also provide their own garbage bags, as small personal trash cans are not provided.
7. **Village-Provided Supplies:** When reserving the Kitchen, the Village will provide a broom, mop, and wash bucket. Large trash and recycling containers are available alongside the building. **Garbage bags must be securely tied before placing in the trash cans. Recycling must be placed directly in the recycling containers without bags.**
8. **Restrooms:** Restrooms will be open during rentals. Basic restroom supplies are provided.
9. **Decorations and Signage:** Decorating is not permitted before the rental date. Posting or attaching signs, placards, or advertising materials to any park structure, tree, or natural object is prohibited. All decorations must be removed and cleaning completed before departure.
10. **Fires and Grills:** Fireworks, campfires, fire pits, and open fires are prohibited. Personal grills may be used only in designated areas and must not endanger vegetation. Ashes and unburned fuel must be disposed of safely.
11. **Smoking:** Smoking is prohibited.
12. **Camping and Vehicles:** Outdoor camping, recreational vehicles, and camper trailers are prohibited.
13. **Pets:** Pets are not allowed inside the building, except for service animals. Pets must not be permitted to run at large in the park.
14. **Sound Equipment:** Speakers, amplifiers, or other sound-producing equipment are prohibited unless specific authorization is granted by the Village Board.
13. **Park Equipment:** Tables, chairs, benches, or other park equipment may not be removed from the park and must be returned to their original locations when possible.
14. **Motor Vehicles and Parking:** Motorized vehicles are permitted only in designated parking areas. Parking outside designated areas is prohibited. The park speed limit is 15 mph unless otherwise posted. Reckless driving is prohibited.
15. **Prohibited Activities:** Throwing stones or other objects is prohibited.
16. **Protection of Park Property:** Wildlife, landscaping, and park property must not be disturbed, damaged, or removed.
17. **Departure Requirements:** Before leaving, all doors must be locked and lights turned off.
18. **Enforcement:** Law enforcement or Village staff may require the event to end early due to violations of these rules or local ordinances. Such action may result in forfeiture of the security deposit.

Noncompliance

Failure to comply with these rules, as determined by the Village, may result in forfeiture of the security deposit, immediate termination of the event, and/or prosecution under Village of Cleveland ordinances.