

# Park Reservation Form

Aldine-Greenspoint YMCA  
 500 Greens Road Houston, TX 77060  
 PHONE 832.484.9622



Application Information	Are you the responsible party for this event? Yes <input type="checkbox"/> No <input type="checkbox"/>		Will you attend the event? Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Your Name		Cell Phone Number	
	Address/City/State/Zip		E-Mail Address	
	Company/Organization Name (if applicable)			
	Company Address/City/State/Zip		Company Phone Number	
	Name of Alternate Contact Person		Phone Number	

**Answer All Questions Completely**

Park Event Information	What type of event are you having?			Is the event open to the public Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Event Date	Day of Week	Event Start Time (include set-up)	Event End Time (include clean-up)	
	What is the maximum number of people you expect to attend (adults and children):				
	Amenities to be reserved (minimum 4 hour rental):				
	Buckboard Park	<input type="checkbox"/> Piñata Pavilion 25' x 25'	\$50.00 deposit, \$50.00 rental with \$10 each additional hour		
		<input type="checkbox"/> Entire Park- exclusive use of the park and requires security coordination	\$1,000 deposit, \$2,500 rental with \$500 per additional hour or part thereof. \$30.00/hour per peace officer (minimum 2 officers)		
Wussow Park	<input type="checkbox"/> Garden Pavilion 20'x20'	\$50.00 deposit, \$40.00 rental with \$10 each additional hour			
	<input type="checkbox"/> Playground Pavilion 20'x20'	\$50.00 deposit, \$40.00 rental with \$10 each additional hour			
	<input type="checkbox"/> Volleyball Pavilion 20'x20'	\$50.00 deposit, \$40.00 rental with \$10 each additional hour			
	<input type="checkbox"/> Large Pavilion 45'x45'	\$50.00 deposit, \$100.00 rental with \$25 each additional hour			
	<input type="checkbox"/> Baseball/Soccer Field	\$100.00 deposit, \$50.00 rental (Daylight only)			
	<input type="checkbox"/> Entire Park- exclusive use of the park and requires security coordination	\$2,000 deposit, \$5,000 rental with \$1,000 per additional hour or part thereof. \$30.00/hour per peace officer (minimum 2 officers)			
<b>Note: Cancellation Within 24 hours of event may result in loss of fees &amp; deposit</b>					
<b>WILL ALCOHOL BE CONSUMED AT YOUR EVENT? YES <input type="checkbox"/> NO <input type="checkbox"/></b>					

For Special Events ONLY	Will you need an athletic field? Yes <input type="checkbox"/> No <input type="checkbox"/> What Activity?	
	Will money be charged or exchanged? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes explain:	
	Will there be loud music or speeches at your event? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes explain:	
	Will food be at your event? Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, will it be for sale? Yes <input type="checkbox"/> No <input type="checkbox"/>
	If not catered, who and how will the food be prepared or provided?	Name of caterer:
	Will you use electrical hook-ups or connections? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes explain:	
	Do you plan on bringing large items into the park? Yes <input type="checkbox"/> No <input type="checkbox"/> (Examples: Moonwalks, Tents, Dunk Tanks, etc.) If yes, what?  What times?	

**Initial** \_\_\_\_\_ I acknowledge that I have read and understand the Park Rules and Regulations and agree to follow them.

**Initial** \_\_\_\_\_ If a fee-based reservation is cancelled within 24 hours of the event date, the entire fee and deposit is non-refundable. Only after the usage fee, deposit and required documents are submitted, will an approved reservation be issued. Final date for full payment of reservation or event date will be four (4) business days prior to reservation date.

**Initial** \_\_\_\_\_ I hereby attest that the information contained in this application is true and correct. I understand that this is only an application and not a guarantee that a reservation will be issued. If a reservation is issued, I agree that (1) if any of the information contained in the application is found to be false; or (2) should my conduct, or the conduct of any participants or guests, not be as described in the application; or (3) should any applicable city, county, state or federal rules, regulations, codes or laws be violated, any reservations issued shall automatically become null and void and any activity associated with this reservation will immediately cease.

**Initial** \_\_\_\_\_ I also agree that I will: (1) be financially responsible for any costs incurred by the North Houston District (NHD) for damages to NHD property; (2) be financially responsible to reimburse NHD reasonable attorney fees to enforce the provisions of any permit that is issued for the event described in this application; (3) forfeit all fees and deposits as partial compensation to NHD for any costs associated with the enforcement of the provisions of the application or reservation; (4) forfeit all fees and deposits if it is determined that I have provided false information on the application; (5) be financially responsible for any costs that exceed fees and deposits already collected by NHD for enforcement of provisions related to this application or reservation.

**Initial** \_\_\_\_\_ The users agree to indemnify, defend and hold harmless the District, its officers, officials, employees, agents, and volunteers from all actions, liabilities, claims, damage to persons or property, losses, costs, penalties, obligations, errors or omissions that may be asserted or claimed by any person, firm or entity arising out of or in connection with the activities conducted by the applicant, whether or not there is concurrent passive or active negligence on the part of the District or its personnel. This shall be a continuing release and shall remain in effect until revoked in writing.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of YMCA Representative

\_\_\_\_\_  
Date

**FOR OFFICIAL USE ONLY:**

Deposit Collected Amount: \$ \_\_\_\_\_ cash / check Date: \_\_\_\_\_

Rental Fee Collected Amount: \$ \_\_\_\_\_ cash / check Date: \_\_\_\_\_

Reservation Approved: Yes  No  Date: \_\_\_\_\_

Reason denial: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

YMCA Staff notified

Security Guard notified

District notified  
(Special Events Only)

**Special Events Permits**

<input type="checkbox"/> Alcohol
<input type="checkbox"/> Sound System
<input type="checkbox"/> Food
<input type="checkbox"/> Electrical Connections
Signature of the North Houston District