



104 Bridge St S, PO Box 489, Orting, WA 98360
 Phone: 360.893.9002 Fax: 360.893.6809
 Email: dcharchenko@cityoforting.org
 Website: www.cityoforting.org

Orting City Park Facility Rental

This Park Use Permit allows the city to keep track of the planned activities in our parks. We require a maintenance fee for the use of the Gazebo or the covered BBQ area. Reservation of the facility is secured when this completed form, payment, and final approval are received. You may reserve the facility for up to 5 hours. **If your facility rental needs cancelled or postponed, a cancellation notice must be emailed to dcharchenko@cityoforting.org or left via phone message by calling (360) 893-9002 at least 72 hours prior to your event booking. If cancellation is less than 72 hours or no show occurs, refund of the rental fee will NOT be issued.**

Rental Fees:

Non-Profit – 501(c)(3): \$20.00 Residents: \$30.00 Non-Residents: \$60.00

Refundable Deposit: \$50.00

Area Requested: BBQ Area Gazebo

Date Requested: _____ Time: _____ to _____ (up to 5 hours)

Name of Applicant: _____

Name Non-Profit: _____ UBI #: _____

Physical Address: _____

Mailing Address: _____

Phone Number: (____) _____ Email: _____

Approximate number of people expected to attend: _____

Purpose of Event: _____

Type of Decorations: _____

To increase your enjoyment and to protect the park, rules have been adopted. Use of the park is regulated by Ordinance 2016-982/Resolution 2016-17. Please familiarize yourself with them. Some rules require advance arrangements for garbage removal, additional toilets, etc.

City Use Only

City of Orting Approval Initials: _____ Checked ID for residency Initials: _____

Rental Fee \$ _____ Rental Deposit \$ _____ Total \$ _____ Receipt # _____

Comments: _____

Following is a checklist relating to the special event; please answer the following questions:

Will there be:

Any open flame or cooking facilities that you will be providing? YES NO

If yes, please explain: _____

Any electrical power requirement for the event you may need? YES NO

If yes, please explain: _____

Any tents, canopies or awnings that you will be providing? YES NO

If yes, please explain: _____

Any trailers, motor homes or pre-built structures to be used that you will be providing? YES NO

If yes, please indicate location(s): _____

Any compressed gas cylinders that you will be providing? YES NO

If yes, please explain: _____

Any additional portable toilets that you will be providing? YES NO

If yes, indicate amount and location(s): _____

Any dumpster with a capacity of 1.5 cubic ft. or more that you will be providing? YES NO

If yes, please explain: _____

Any public address system to be used for loud music played that you will be providing? YES NO

If yes, please explain: _____

Initials: _____ Permittee agrees to maintain access for emergency vehicles, as well as, park vehicles in designated parking areas.

Initials: _____ Permittee agrees to defend, indemnify and save harmless the City of Orting, its appointed and elective officers and employees, from and against all loss or expense, including but not limited to judgments, settlements, attorney's fees and costs by reason of any and all claims and demands upon the City of Orting, its elected or appointed officials or employees for damages because of personal or bodily injury, including death at any time resulting therefrom, sustained by any person or persons and on account of damage to property including loss of therefrom, arising out of any activity under or in connection with this event, except only such injury as shall have been occasioned by the sole negligence of the City of Orting, its appointed or elected officers or employees.

Initials: _____ I understand that refund of the deposit will only be issued to the applicant/business that paid the deposit and facility rental fee. I understand that cancellation must be made 72 hours prior to booking. If cancellation is less than 72 hours or no show occurs, the rental payment is still required.

Applicant Signature: _____ **Date:** _____