

North Clackamas Park
 5440 SE Kellogg Creek Dr.
 Milwaukie, OR 97222
 Attn: Facility Use Coordinator
 (503) 794-8013



North Clackamas Park - 2011 Session
 RESERVATION DATES: MAY 1 THROUGH SEPTEMBER 30, 2011
Full payment is due with application

Organization/Last Name _____ No. of Guests _____
 Person Supervising _____ Type of Event _____
 Address _____ E-Mail _____
 City/Zip Code _____ **Cities in District:** Milwaukie and Happy Valley
 Home Phone _____ Work Phone _____ Cell Phone _____
 Reservation Date _____ Rental Times: _____ 8 am-2 pm **or** _____ 3 pm- 9 pm
 Signature X _____ Date _____

FEES - Full payment due with application

ADDITIONAL FEES:

Alcohol	\$175	(Complete attached permit)	Fee _____
Alcohol Use Deposit	\$300	Refundable Deposit	
Portable Toilet	\$150	two weeks advance notice	Fee _____
Refuse Fee	\$100	required for all groups over 150	
Special Use Permits	\$50	Amplified Sound, Inflatable Structures, Dunk Tanks Other Equipment	Fee _____

GROUP PICNIC AREA "A" Covered shelter with 8 - 20 amp electrical outlets and access to water. The covered area will accommodate up to 144 people (Maximum) with 24 picnic tables.

	<u>In District</u>	<u>Out of District</u>	
Full Shelter	\$125	\$155	
Refundable Security Deposit	\$ 75	\$ 75	Fee _____

GROUP PICNIC AREA "B" Uncovered picnic area. This facility will accommodate up to 120 people (Maximum) with 20 tables.

	<u>In District</u>	<u>Out of District</u>	
Refundable Security Deposit	\$ 40	\$ 40	Fee _____

GROUP PICNIC AREA "C" Uncovered picnic area with access to water. This facility will accommodate up to 120 people (Maximum) with 20 tables.

	<u>In District</u>	<u>Out of District</u>	
Refundable Security Deposit	\$ 40	\$ 40	Fee _____

HORSE ARENA:

	<u>In District</u>	<u>Out of District</u>	
Full Day 7 am—9 pm	\$100	\$125	
Refundable Security Deposit	\$ 50	\$ 50	Fee _____

This charge is a fee specifically for the use of _____ and not a charge for permission to use any other areas of the park for recreational purposes as described in ORS 105.672 to 105.696. The immunities provided by ORS 105.682 remain applicable to use of all park land other than the use of the area for which this fee is paid.

TOTAL DUE _____

Please read, sign and date the back of this form.

REFUND POLICY: If a park renter cancels a scheduled event at least four weeks prior to the reserved date, a full refund of monies minus a 20% or \$50 processing fee (whichever is less) will be issued. Cancellation of a rental made less than four weeks from the served date will receive a 50% refund of monies paid minus 20% of refund amount or \$50 process fee (whichever is less). The renter can opt for full credit of monies to be issued towards any District class, activity or facility rental. **No refunds are issued after the event.**

NCP Park/Permit Rules

- All set up and clean up time must take place during the paid permit/reservation period.
- Please leave your area clean when you leave. Park users are responsible for the clean up of their own area. Trash cans are available for your use. Please use recycling receptacles.
- Fires in barbeques only. You are welcome to bring self-contained barbeques into the park. You are responsible for the safe disposal of the coals and grease OFF-SITE.
- Alcohol is allowed by permit only. NCPRD may require the applicant to present a certificate of insurance, to post a bond, provide security officers (approved by NCPRD) or meet other special conditions.
- Dogs must be on leash at all times, unless in designated off-leash area.
- North Clackamas Park is a public venue therefore reserving parking spaces without proper procedure is restricted. Vehicles must remain in designated parking areas.
- City of Milwaukie code requires no noise or excessive sound that disturbs others be allowed.
- Special Use permits are required for the use of any inflatable structures, dunk tanks, animal rides, alcohol and amplified sound.
- The security deposit is refundable if the renter cleans the rental area adequately and no NCPRD property is broken or missing. If alcohol is used at an event which is rented as a non-alcohol event, the entire security deposit will be forfeited.
- Piñatas are not allowed.
- Renter must provide their own sports equipment, horseshoes or barbecue.
- For ball field availability or reservations contact: Joe Loomis at 503-794-8044 or email, joeloo@co.clackamas.or.us
- Fireworks and firearms are prohibited.
- The speed limit in the park is 10 miles per hour unless otherwise designated.

NCP Horse Arena/Permit Rules

- Helmets are required for those 16 and younger.
- Pick up and haul manure off-site.
- No free lunging.
- No loose horses inside or outside of the arena.
- Do not tie horses to the arena rails.
- Do not sit on arena fence or gate.
- Truck and trailer parking in designated areas only.

I have read the Permit rules and agree to abide by them. I understand that I am responsible for the conduct of all participants at my activity/event and failure to comply with the above regulations may result in the reduction or forfeiture of my security deposit.

Signature

Date