

Stuart Pavilion Event Application

Name of Applicant	
Applicant Street Address, City, State and Zip Code	
Applicant Phone	
Date of Event	
Time of Event	Start: _____ End: _____
Type of Event, please provide a brief description.	

\$100.00 Non-refundable Deposit Received: Date Received: _____

Applying for liquor permit: Yes No

If Yes, Complete Checklist:

Special Event Liquor Permit filed on: _____

Special Event Liquor Permit granted on: _____

Special Event Liquor Permit denied on: _____

Proof of Event Liability Insurance received: _____

Signed

Date

Approved

Date

Stuart Pavilion Rules and Regulations

1. The park is open from 6:00 am – 10:00 pm daily, unless a special event permit is issued by the City of Longville.
2. Pavilion is reserved on a first-come, first-served basis. Please contact City Hall for rental availability.
3. Solid waste receptacles are to be used only by park/pavilion visitors for such wastes as are created during the use of the park for recreational activities. **All groups renting the pavilion for meetings or parties are required to remove their garbage at the end of their respective event. Please remove your garbage, and take it with you after event is done.** Please leave pavilion/park in its original condition upon event completion.
4. Deposits:
 - a. **A \$100 non-refundable deposit is required within 30 days of the event.**
5. No person shall ride or drive any motor vehicle that is self-propelled, upon any park property, except upon established roads, or on areas that are designated and provided for such purposes. It is prohibited for any person to commit any act, by use or operation, of any motor vehicle on any parkland, which of committed upon a public highway or street in the State of Minnesota, would be prohibited and unlawful. This does not include a motorized wheelchair while it is being used by a disabled person or an emergency vehicle while it is being used for official business.
6. No person shall cut, break, move, take or otherwise injure, destroy or deface any trees, shrubs, plants, turf, rock or any building, fence, sign or other structure. No person shall make or kindle any open fire except in fireplaces and grills provided for this purpose or in private portable grills. Grills provided for public use shall be on a first-come, first-served basis.
7. Use of radios is allowed as long as it is not disruptive to those in the surrounding areas.
8. Dog Waste: It is unlawful for any owner to permit a dog to defecate upon public property without immediately removing the excrement and disposing of it in a sanitary manner. It is unlawful for any owner to permit a dog to be upon public property unless such animal is in the custody of a person of suitable age and discretion having in his possession equipment and supplies for excrement removal.
9. It is against park policy to bring in any glass beverage bottles.
10. It is unlawful for any person to consume, or possess in an unsealed container, beer, liquor, or wine on any street or other public property except city parks where permission has been specifically requested, and specifically granted by the City of Longville. This permit will be granted by the City Council on a case-by-case basis and will also be subject to proof of liability insurance.

I _____ hereby understand and agree to the rules above and understand that I am responsible for removal of trash accumulated from the event, and all actions/damage that is incurred during the event.

Signed

Date

Thank you. We hope your visit is pleasant, and ask that you help us to make a similar experience possible for everyone by obeying all park rules.

City of Longville