



Lacey Parks & Recreation Department

360.491.0857 laceyparks@ci.lacey.wa.us Fax:360.438.2669

Completed application & full payment required for reservation

Huntamer Park Reservation Application

For private, non-profit groups. Rentals are only available Mon.-Fri.

Applicant Name _____

Address: _____

City _____ State ____ Zip: _____ Email: _____

Home Phone: _____ Work/Cell Phone: _____

~Full disclosure of your event is required~

Date of Event: _____ Estimated Attendance: _____

Type of Event: _____

Time request: Beginning Time: _____ Ending Time: _____
(6 hrs max)

Do you need power? _____ YES _____ NO

\$50 rental fee

****NOTE: Inflatables of any kind are NOT permitted****

Reservations:

1. Huntamer Park may be reserved Monday - Friday only.
2. **Completed application and full payment are required.** Applications are available at www.ci.lacey.wa.us.
3. Payment may be made by cash, check, VISA or Mastercard.

Changes/Cancellations:

1. There is a \$10 non-refundable cancellation fee.
2. Changes/Cancellations must be made in writing at least 14 days prior to the reservation date to be eligible for a refund.
3. No refunds will be made due to inclement weather or violation of Park Rules & Regulations or Facility Use Guidelines.



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Customer Responsibilities:

1. Full disclosure of your event is required, including estimated attendance, nature of your event, set up and equipment use.
2. Each individual in the group must obey all applicable Lacey Parks, City, State and Federal rules, ordinances, laws and regulations.
3. Renter must provide general adult supervision & control over all activities to prevent injury or damage to property & participants.
4. Renter must provide general clean-up of rental site, including confetti, decorations, balloon remnants, etc. and the removal of all trash which exceeds the capacity of the trash cans provided.

Failure to comply may result in your rental being terminated, you and your party being asked to leave the premises, and/or be subject to trespass and legal action.

Facility Use Guidelines:

1. Inflatables of any kind ARE NOT PERMITTED, including but not limited to bounce houses, slides & water features. Unapproved equipment will be removed and may result in trespass from the park.
2. Canopies measuring up to 10x10 are allowed and must be weighted down. Digging and/or driving stakes into the ground is prohibited. If you bring a gas bbq, it must be used on the cement pad and must not leave any type of residue on the surrounding area.
3. Decorations/signs are restricted to the covered area and may only be affixed with tape or string.
4. Public access: You may not restrict public access to any area outside the covered area. Vehicles may not be driven or parked on sidewalks, paths or grass, except to load & unload, not to exceed 15 minutes.
5. Per WAC 173-60-040, music/audio must not be audible over a distance of 50ft or 60 decibels.
6. City of Lacey ordinance 7.04.050 requires all dogs to be on leash and all fecal matter removed. Dogs are NOT allowed in children's play areas.
7. Sale of merchandise and/or admission is not permitted in any City park. (Exception: City of Lacey sponsored events and/or vendor contracted with the City).
8. Alcoholic beverages and controlled substances of any kind are not allowed in any open park space, including picnic shelters, restrooms & parking lots.
9. If you find the area occupied during your rental period, please call Lacey Parks and Recreation 491-0857 for assistance.

Hold Harmless Agreement:

The undersigned hereby makes application to the City of Lacey for use of park facilities and certifies the information given in the application & supporting material is correct. The undersigned agrees to adhere to all ordinances & regulations of the City of Lacey & to hold harmless the City of Lacey, its elected & appointed officials, employees, agents & the Lacey Park Board from any & all liability & claims for damages of any nature or kind, including all costs & legal expenses that may result from or by reason of any act or omission on the part of renter, individual or group while on City of Lacey park property. The undersigned agrees to fully reimburse the City of Lacey for any damage &/or legal costs arising from the use of said facility. The City of Lacey is not responsible for lost or stolen property.

It is the responsibility of the Applicant, to inform all participants of all Rules & Regulations.

“I ACKNOWLEDGE THAT I HAVE READ, UNDERSTAND & AGREE TO THE INFORMATION ON BOTH SIDES OF THIS APPLICATION.”

Applicant signature

Print name

Date