

Elmwood Charter Township

10090 E. Lincoln Road
Traverse City, MI 49684
Office (231) 946-0921

Pavilion Reservation Request Form (revised 10/10/2016)

Person/Organization Requesting Pavilion Reservation: _____

Mailing Address: _____

City/State/Zip: _____

Phone: _____ Email Address: _____

Refund Check to: Name: _____ Address: _____

Pavilion Requested: () Greilickville Harbor Park Pavilion () Cherry Bend Community Park Pavilion

Date of Requested Event: _____ **Expected Number of Attendees:** _____

Note: Greilickville Harbor Park Pavilion can only accommodate a maximum of 75 people.

Rental Time Requested: () 10:00 am – 2:00 pm () 3:00 pm- 7:00 pm () 10:00 am- 7:00 pm

***Call Elmwood Township to check availability**

Rental Fee:	Cherry Bend Park	Greilickville Harbor Park
Half-day: 10:00 am- 2:00 pm	\$50	\$100
Half-day: 3:00 pm- 7:00 pm	\$50	\$100
Full-day: 10:00 am- 7:00 pm	\$100	\$200

Rental Deposit: \$50 deposit required for all rentals- payable with rental fee at the time of reservation. Deposit is refundable provided user cleans pavilion before vacating the premises and abides by all park rules.

My signature on this Pavilion Reservation Request Form acknowledges that I have received a copy of the Elmwood Charter Township Park Regulation Ordinance and the separate Pavilion Reservation Request Acknowledgement Form and agree to abide fully with their provisions.

USER SIGNATURE: _____ **DATE:** _____

OFFICE USE ONLY

RENTAL FEE & DEPOSIT AMT PAID: _____ **CASH/CHECK# :** _____

RECEIVED BY: _____ **DATE RECEIVED:** _____