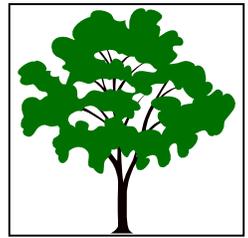




Parks and Recreation Department  
1100 Chatham Ave Norwalk, IA 50211 515.981.9206



## Park Shelter House Reservation

- \* The park shelter house(s) may be reserved starting the first business day of the new year.
- \* You may reserve a shelter house by calling or stopping by the Norwalk Parks and Recreation office during regular business hours (8:00 am to 4:30 pm, Monday through Friday)
- \* The date and/or time of the reservation will not be guaranteed until payment and form have been received by the Parks and Recreation Department.
- \* The shelter house(s) may be reserved for any day of the week during the hours of 8:00am and 9:00pm (Park hours are sunrise to sunset.)
- \* The registration fee will be returned only for the following reasons:
  - a) The registrant notifies the Parks and Recreation office of the cancellation during regular business hours at least 48 hours in advance of the reservation date
  - b) The Parks and Recreation Director or designated employee cancels the reservation due to unforeseen conditions, i.e., lightning, adverse weather conditions, problems with the facility, scheduling conflicts, etc.
- \* Reservation fees (revised and effective May 4, 2000)
  - City Park:** \$15.00 for four hours or less; \$25.00 for over four hours (8 hr maximum)
  - Billy O Phillips:** \$15.00 for four hours or less; \$25.00 for over four hours (8 hr maximum)
  - Windflower Park:** w/ kitchen, \$10.00 per hour, plus a \$25.00 deposit; deposit will be returned if no damage and clean; w/o kitchen, see above pricing.
- \* Absolutely NO ALCOHOL is allowed in any of Norwalk's parks!

Please circle the park you wish to reserve:      City Park      Windflower Park      Billy O Phillips Park

Name: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email address: \_\_\_\_\_

Date of Reservation: \_\_\_\_\_ Day of the Week: \_\_\_\_\_

Time requested: \_\_\_\_\_ to \_\_\_\_\_

What do you want the sign to read?  
(Examples: Smith Family Reunion, Tommy's 5th Birthday party, 1989 Class Reunion.)

\_\_\_\_\_

I/We agree to leave the shelter house and picnic tables in the condition I/We found them. I/We also agree to dispose of trash in the designated trash containers.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

FOR OFFICE USE ONLY:

Rental CK# \_\_\_\_\_ Cash    CC    Amount \_\_\_\_\_ Date: \_\_\_\_\_

Deposit CK# \_\_\_\_\_ Amount \_\_\_\_\_ Date returned \_\_\_\_\_