



500 E Main St. Duchesne, Utah 84021
PO Box 974, Duchesne, Utah 84021
phone (435) 738-2464
fax (435) 738-5394
office@duchesnecity.com

CITY PARK RESERVATION

Please put a check mark next to the park you would like to reserve and then complete and return this form to the city office at least ONE WEEK prior to event. Park is NOT reserved until payment is received.

Roy Park _____ \$25 Non-Refundable Fee

River Walk Park _____ \$25 Non-Refundable Fee

CONTACT INFORMATION

Organization:

Contact Person:

Contact Phone:

EVENT INFORMATION

Event:

Number of persons attending:

Date of Event:

Time of Event:

Duration of Event:

FACILITIES NEEDED

Check all that apply.

_____ Restrooms

_____ Water sprinklers turned off _____ days prior to event

_____ Lights turned on please specify:

_____ Power please specify:

_____ Trash Receptacles How many:

_____ Keys _____ \$50 Deposit is required for borrowing a facility key

_____ Other please specify:



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PARK USE REQUIREMENTS

Please initial next to each item.

_____ NO PARKING vehicles on lawn unless permission granted by Duchesne City.

_____ [Observe to follow Duchesne City Noise Ordinance. See Duchesne City Code, Title 5-2-2](#)

_____ [Observe to follow Duchesne City curfew for persons attending the event who are under the age of 18yrs old. See Duchesne City Code, Title 5-3-1](#)

_____ When cooking use cardboard under barbecues or grills.

_____ Organizer should work directly with the police department for police control.

_____ Organizer should work directly with the fire department for fire watch or fire control.

_____ Organizer is responsible to clean the park of any trash, litter or debris from their event.

ACKNOWLEDGEMENTS

I have read and understand the requirements and rules for using the city park as explained above and will do my best to observe and follow them.

Signature of Organizer: _____

Date: _____

Amount Received: \$ _____ Check #: _____

Received by: _____