CITY OF BRAZIL

Marv Moon, Park Superintendent
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203 E National Ave.
Brazil, Indiana 47834
Phone: (812) 446-0050
www.brazil.in.gov

Park Shelter Application

Name: _____

Address: _____

Phone # _____ **Email:** _____

Park Name: _____ **Rental Date:** _____

1st Choice Shelter # _____ **2nd Choice Shelter #** _____ **3rd Choice Shelter #** _____

Rental Pricing

Shelters – $40.00 plus tax ($42.80)

Gazebo – $40.00 plus tax ($42.80)

Pavilion (1/4) – $40.00 plus tax ($42.80)

Entire pavilion (4 sections) – $160.00 plus tax ($171.20)

Bandshell $100 plus tax ($107.00)

**Payment is due at the time of application. **
Payments are not accepted on the weekends

** Office hours Mon-Fri**

Please email the Park Shelter Application Packet to: janetm@brazil.in.gov & cathyh@brazil.in.gov

OR

Mail the Park Shelter Application Packet and Payment to:
Brazil City Planning 203 E National Ave. Brazil, In 47834

Internal Use Only:

Paid Amount: _____

Paid: Other _____ Check #_____ Credit/Debit Card: Master Card or Visa

PARK SHELTER RULES AND REGULATIONS

City of Brazil Parks and Recreation Department welcomes everyone to use our parks and facilities as a resource for social, civic, educational, leisure and recreational purposes. The following guidelines are set to ensure that park space is preserved for its intended goals and purposes and remains accessible for all to enjoy.

Compliance with Parks and Recreation Policies, Rules and Regulations: All policies, rules and regulations of each park must be always followed. Failure to comply with any policy, rule, or regulation may result in the termination or cancellation for the event and may be cause for denial of future rentals. All events held on City of Brazil property must fit within the following guidelines:

1. Any individual reserving and City of Brazil Parks and Recreation Department facility or venue must be 18 years of age or older. The City reserves the right to verify the same.
2. Reservation will be made only when payment is received in full. A reservation receipt will be given to the applicant. The applicant must have this receipt in his or her possession on the day of the reservation.
3. Shelter reservations are not refundable due to inclement weather.
4. Cancellations of shelter reservations must be made at minimum of fifteen (15) **business days** in advance, and the reservation fee will be refunded in full. If the event is cancelled within fifteen business (15) days of event, the reservation fee will be forfeit. If the event is cancelled more than fifteen days prior to event, a full refund will be issued. If you would like to reschedule the event, you may do so as space allowed at no additional fee but must notify the city Clerk's Office within seven (7) business days of the cancelled reservation.
5. Shelters may be reserved, one year prior to day of use. Shelters reserved must be paid for at the time of reservation.
6. All shelters other than the reserved shelters shall be available to the public on a first come, first served basis at no charge.
7. All fires must be in a grill; ground fires are strictly prohibited except in the fire rings at the Craig Park Campground campsites.
8. Outdoor shelter space includes a fifty (50') feet perimeter of green space for use by event participants, but does not include exclusive use of adjacent playgrounds, pickleball/ tennis courts, disc golf, basketball courts, restrooms, or other park facilities.
9. The use of tape, glue, nails, tacks, screws staples, or other fasteners that may scratch or otherwise damage surfaces of the shelter are prohibited. A $25.00 fine will be levied for violations. If the Park facility is damaged or left in an unacceptable condition, the renter may be subject to additional charges and legal action. In addition, damage to the City property or the failure to return the facility to the same condition as it was before the rental constitutes grounds for the denying future shelter reservation requests.
10. The removal of tables or grills from the shelter is not permitted.
11. The renter is responsible for arriving/leaving at the established times and is responsible for returning the facility to the same condition as it was before the rental. The renter should pick up any waste and place in the proper receptacles.
12. Use of amplified sound shall be limited as to not interfere with other park users or neighboring residents or businesses. The City of Brazil Noise Ordinance must be followed and is available for review at www.brazil.in.gov.
13. No person or group shall interfere with regular park users. Persons outside of the direct participants/guests of the renter shall not be approached or solicited for any goods, services, or affiliation. The renter may not charge

admission to an event. No sales or commercial enterprise is permitted. Posting of advertisements of any product or service for sale is not permitted.

14. Inflatables and other amusements are not allowed without a permit. A permit will be issued for inflatable "bounce houses" or similar at no additional charge; however, the renter is required to provide a certificate of liability insurance with a minimum of #1,000,000.00 combined single limit. The City of Brazil, 203 East National Avenue, Brazil, Indiana 47834 shall be named as an additional insured on the policy. Other amusements require the approval of the Park Board and may also require liability insurance as stated above. Mechanical amusements, such as carnival rides, will not be permitted. At no time shall amusements be left unattended.

The following are prohibited on park property:

- **Alcoholic beverages, illegal drugs, and illegal activities**
- **Profanity**
- **All animals must be kept on a leash. The only exception to this rule is while dogs are within the Craig Park Dog Park.**
- **Collection of fees**
- **Hunting**
- **Driving motorized vehicles or bicycles in unauthorized areas**
- **All tents, outside of campgrounds in Craig Park, except un-staked 10'x10' canopy type**
- **Rocket launching**
- **Flying model airplanes**
- **Harming or damaging property, including wildlife, trees, and planted flowers.**

The renter is completely responsible for damages, accidents, and injuries. The renter agrees to save the City of Brazil harmless from all accident and injuries occurring during the use of park facilities. City of Brazil will not be held responsible for any loss or theft during the use of park facilities.

If shelter is occupied by someone other than the reserving part and refuses to leave, please call the Clay County Dispatch at 812-446-2211 and ask for police assistance.

Signed:_____ Date:_____

Shelter Renter

Signed:_____ Rental Date:_____

City of Brazil Representative

Picnic Shelters

Parking

Tennis Courts

Basketball Courts

Concession Stand

Restrooms

Historic Cabins

Swimming Pool

NE SE
NW SW
Pavilion

Band Shell

Playground

Forest Park