|  |  |
| --- | --- |
|  | Village of LynchburgOld School Park ShelterReservation Application |

# Please provide all information requested below. Submit application and fees to:

Village of Lynchburg, P.O. Box 402, 155 S. Main St., Lynchburg, OH 45142

Village Office 937-364-2241 Fax-937-364-6431

## Primary Contact

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Full Name: |  |  |  | Date: |  |
|  | Last | First | M.I. |  |  |

|  |  |  |
| --- | --- | --- |
| Address: |  |  |
|  | Street Address City State  | Zip Code |

|  |  |  |  |
| --- | --- | --- | --- |
| Phone: |  | Email |  |

**Secondary Contact (Required)**

|  |  |  |  |
| --- | --- | --- | --- |
| Full Name: |  |  |  |
|  | Last | First | M.I. |  |  |

|  |  |  |
| --- | --- | --- |
| Address: |  |  |
|  | Street Address City State  | Zip Code |

|  |  |  |  |
| --- | --- | --- | --- |
| Phone: |  | Email |  |

## Event

|  |  |  |  |
| --- | --- | --- | --- |
| Requested Date: |  | Time of Event: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Nature of Event: |  | Attendance Total: |  |

|  |  |  |
| --- | --- | --- |
| Will you need access to electrical outlets? | YES[ ]  | NO[ ]  |
|  |  |  |

**If yes, a $25.00 non-refundable fee is required**.

|  |  |  |
| --- | --- | --- |
| Will you need access to the Restrooms? | YES[ ]  | NO[ ]  |

**If yes, you will receive 2 keys to unlock the women’s and men’s restrooms. They must be locked after each event and the key must be turned into the Village Office immediately following the event. There is a night drop located in the alley next to the Police Department. Lost key will result in rekeying charge of $100.00 per key.**

Initial: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Planned Entertainment: (Band, Disc Jockey, Etc.)

|  |  |
| --- | --- |
| YES[ ]  | NO[ ]  |

If yes, the applicant agrees that any sound producing or amplifying instrument will not be used in such a manner as to disturb the peace or interfere with businesses, residents, or other ordinary pursuits.

Initial: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I have received a copy of the Park Rules and Regulations and I agree to adhere to all conditions and regulations set forth on this application and within the Park Rules and Regulations.

Initial:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The applicant and attendees will observe the anti-littering laws and will clean up after the event. This includes putting picnic tables back to original configuration.

Initial:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The applicant will hold the Village of Lynchburg harmless from any claim for damage which may arise by reason of the issuance of this permit.

Initial:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The applicant understands that vehicles are not permitted on unpaved areas, grass, and sidewalks.

Initial:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Release of Liability (Release, hold harmless, and indemnification agreement)

By signing this application, the applicant agrees to the fullest extent permitted by law to defend, pay on behalf of, and hold harmless the Village of Lynchburg against any and all claims, demands, suits, losses, including cost connected therewith, for any damage which may be asserted, claimed or recovered against, from the Village of Lynchburg, its elected and appointed officials, employees, volunteers, agents or all others working on behalf of the Village of Lynchburg, by reason of personal injury, including bodily injury and death; and/or property damage or intended wrongful act, including loss of use thereof, which arose out of the alleged negligence of the applicant and/or in any way connected or associated with events described above which is being sponsored by the applicant.

|  |  |  |  |
| --- | --- | --- | --- |
| Applicant Signature: |  | Date: |  |

## Internal Use Only

|  |  |
| --- | --- |
| Approved[ ]  | Denied[ ]  |

This application has been:

|  |  |
| --- | --- |
| YES[ ]  | NO[ ]  |

Electric Use Fee Received:

Method of Payment:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approved with the following conditions: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Village Agent: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Village Administrator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_