



Shelter/Gazebo Rental Agreement

Burns Harbor Park Department

1200 Lakeland Park Drive

Burns Harbor, IN 46304

(219) 787-8126

parkdirector@burnsharbor-in.gov

Day/Date of Use: _____ Time of Use. From: _____ To: _____

Number of Participants: _____

Rental Fees: (Please check one)

Gazebo:(\$50) Shelters (\$30): #1(Lions Club) #2(near lifeguard) #3(by volleyball court)
#4(by Dog Park) # 5(by Arts&Crafts building)

Electric (additional fee of \$10):

Deposit: \$20 due when agreement is submitted.

Organization/Contact Person: _____

Address: _____

City, State, Zip: _____

Phone Number: _____

Email: _____

The undersigned agrees that:

- All areas used shall be cleaned to the satisfaction of the Park Director and her/his designated representative
- The group or person renting the shelter will pay for any damage done to the park equipment or facilities.
- If you need to cancel, it must be done two (2) weeks prior to the rental date to receive a full refund. Daily rentals allowed upon their availability.
- All vehicles enter the park will be charged a \$5.00 parking fee except the person renting the shelter (limit of 2 vehicles.)
- Failure to return the area in a clean and orderly condition will result in the loss of the total deposit. PLEASE PLACE ALL TRASH IN DUMPSTER WHEN FINISHED.

I have read and understand and printed the Rental Rules and Checklist.

Signature of Person Responsible: _____

For Office Use Only

Deposit paid on ___/___/___ Form of Payment Cash Check #_____ Money Order

Park Receipt # _____ Town Receipt # _____

Deposit \$ _____ Rental \$ _____ Sales Tax \$ _____

Building Inspected by: _____ Deposit Refundable Yes No Partial \$ _____

Reason for Partial or No Refund: _____

Date Deposit Returned: ___/___/___ Check # _____ by _____