

Request to use Fountain Square Park

Please mark if you are wanting to reserve the park for:

Wedding _____ Concert/Special Event _____ Display _____ Placement of "awareness" ribbons/signs _____

Name of Organization / Individual _____

Address of Organization / individual _____ Email _____

Phone number _____ Social Security Number of Individual _____
(or Federal I.D. Number of Organization)

Date Park is to be used: From _____ to _____

Request time _____ a.m. / p.m. to _____ a.m. / p.m.

Explanations:

What is the nature of the event or display? _____

How big is the display, decorations, or signs? _____

Where in the park do you want to place the display, decorations, or signs? _____

Please read the rules for the use of the park to explain display requirements

Are tents to be erected for the above event? YES / NO

If answered yes to the above question, a member of the landscape division will need to ensure that the sprinkler system is not damaged. Please call 393-3610 for assistance. Also, a tent permit must be obtained by calling our Building Division at 393-3676.

Will the electrical outlets be utilized? YES / NO

Electrical outlets are located next to most trees in the park.

Will the P.A. (Public Address) System be utilized? YES / NO

If answered yes to the above question please complete the attached application request form and return together with the Fountain Square Park form. One payment can be made to the City of Bowling Green for park use as well as the public address system fee.

Release & Waiver

The responsible party / renter agrees to hold harmless the City of Bowling Green, its officials and employees from and against any and all claims, suits, actions, damages and/or causes of action during the term of this agreement, for any personal injury, loss of life, property and/or damage to property sustained in or about the said premises, and from and against all cost, expenses and liability incurred in and about any such claims the investigation thereof or the defense of any action process brought thereon, and from and against any orders and/or judgments that may be entered therein. The responsible party / renter also agrees that by signing below they will pay for any damages incurred while using the park. Also, by signing below, this certifies that the rules for use have been read and understood.

Responsible Party Signature

Date

FAX OR MAIL THIS FORM BACK TO: 270/393-3077 OR City Central, PO BOX 430, Bowling Green, KY 42102-0430

FOR OFFICE USE ONLY

Date Received: _____

Mail In Person

Approved

Rejected

Deposit Received: Check # _____

City Representative: _____

Confirmation mailed / called: _____