

# APPLICATION FORM I

DATE OF FACILITY RENTAL REQUEST: \_\_\_\_\_

**FACILITIES NEEDED:**

L.L. BURNS PARK

\_\_\_\_ PAVILION #1 (Craig Pavilion) <sup>(Splash Pad)</sup> \_\_\_\_\_ 10 am - 2 pm \_\_\_\_\_ 3 pm - 7 pm  
\_\_\_\_ ADDITIONAL PATIO RENTAL  
\_\_\_\_ PAVILION #2 (Playground) \_\_\_\_\_ 10 am - 2 pm \_\_\_\_\_ 3 pm - 7 pm  
\_\_\_\_ CONCESSION STAND  
\_\_\_\_ ACTIVITY CENTER - See additional Application Form II for Activity Center  
\_\_\_\_ OTHER \_\_\_\_\_

**For all events:**

The number of attendees is estimated to be \_\_\_\_\_.

APPLICANT NAME: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

MAILING ADDRESS (if different): \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

DAY PHONE \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

OVER 18 YEARS OLD? (circle) YES NO

CITY RESIDENT? (circle) YES NO

*If "yes", attach copies of two proofs of city residency. (See rental policy).*

Tennessee Drivers License

Second South Cheatham Water District

Dickson Electric Company

Dickson Gas Company

DEPOSIT AMOUNT PAID: \$ \_\_\_\_\_

RENTAL AMOUNT PAID: \$ \_\_\_\_\_

ADDITIONAL COSTS PAID \$: \_\_\_\_\_

I, the applicant, agree to personally inspect the facility, parking lot and grounds to make certain that it is in a good and clean condition before and after use. I have read the attached rules and regulations and agree that I and my guests or invitees will strictly comply with the same and with all rules of the park. I understand that all conditions must be met and that violations of the rules or the agreement may result in the forfeiture of part or all of the Security & Damage Deposit. It is expressly understood and agreed that any person coming in or upon the premises shall be the guest of the applicant. The applicant has inspected the premises, finding the facility in a good and safe condition. The rental use by the applicant after payment of the rental sum, deposit and the completion of the application shall act as a release to the Town of Kingston Springs Tennessee, as to any and all risk of damage, loss of personal property, or injury that might occur in or upon the premises during the term of the rental period. The applicant and all persons utilizing the facility as a guest or invitee of the applicant specifically releases and agrees to indemnify and hold the Town of Kingston Springs harmless by reason of any defect in or as to the condition of the premises upon when the rental event is held.

\_\_\_\_\_  
APPLICANT SIGNATURE

\_\_\_\_\_  
DATE

# RENTAL FEES, RULES AND REGULATION FOR THE RESERVED USE OF THE KINGSTON SPRINGS PARKS AND PICNIC FACILITIES

The Board of Commissioners of the Town of Kingston Springs, Tennessee, have, by duly adopted resolution, set forth the rental fee schedule for use of its parks' picnic facilities and rules and regulations applicable to the rental of the facilities.

The rental fee per designated four hour period is \$50.00. There is a \$15.00 discount to city residents, making the rental fee to city residents \$35.00.

Checks must be drawn on a bank with offices in the State of Tennessee. In the event of an insufficient fund check tendered, the applicant shall be responsible for a \$50.00 returned check charge, payable to the Town within 5 business days of notice to the applicant at the address on the agreement.

There shall be a Security & Damage Deposit in the amount of \$50.00, to be paid at the same time rental fee is paid. Failure to clean the area is considered to be damage to the facility or grounds. The deposit will be forfeited in the event the facility and grounds are left in a damaged state or an unclean condition and not in the same condition as prior to the rental. Payment of the Security and Damage Deposit and forfeiture thereof for any damage to the premises will not relieve the applicant of any further or additional charges as may be asserted by the Town of Kingston Springs, Tennessee. Upon notice of any additional charges for damage, the applicant will pay the cost of repair or estimate the damage within five (5) business days from the time of notice to the applicant at the address or phone listed on the application.

The applicant must be a resident of Tennessee.

The applicant must provide a valid Tennessee driver's license.

The use of alcohol on the premises is prohibited.

Applicant agrees to abide by all park rules during the rental period. Rules are posted at the park.

The designated rental time includes set-up and clean-up. There is no additional time reserved outside of the designated rental time. The public has a right to the rented area prior to the designated rental time.

Application for use of a facility must be made a minimum of 72 hours before the contemplated rental time and date.

Any music or musical performance during the rental period shall not be audible beyond the property lines of the park and shall not be loud or disturbing to other park users.

The use of inflatable playgrounds is prohibited.

The provision of electricity is not included in the rental of the facility. The use of generators is not permitted.

The patio on Pavilion I in L.L. Burns Park is not included with the reservation of the pavilion and is considered public use. Exclusive private use of the patio is available for an additional \$10 charge.

No nails or tacks or glue may be used to fasten any decoration or other item. Tape and string fasteners are permitted but must be completely removed after use.

At the end of the rental use, we ask that you please bag and remove all trash from the premises. All tables must be wiped clean after use. Any decorations must be completely removed, including the fastener of the decoration. Relocation of tables for the rental period is allowed, but we ask that you return it to its original location as situated prior to the rental. Grill must be fully extinguished and free from trash.

The programs of the Parks and Recreation Department of the Town of Kingston Springs, TN have priority over other events in the park.

If problems arise with other park users, call for an officer at 792-2098.

## PARK RULES

*Applicable to all park properties of the Town of Kingston Springs, TN (set by ordinance)*

- (1) No person shall come upon said parks after posted use hours or at such times as gates may be locked.
- (2) All vehicular traffic allowed must comply with posted speed limits.
- (3) Littering is prohibited and no household or commercial garbage dumping in refuse containers is allowed.
- (4) Fishing licenses are required and all persons must comply with Tennessee Wildlife Resources Agency regulations when fishing.
- (5) Possession of firearms or weapons are prohibited
- (6) Hunting is prohibited.
- (7) No swimming or boating of any kind is allowed in L.L. Burns Park lake.
- (8) Tampering or removal of any property of the municipality is prohibited.
- (9) Parking is allowed in designated posted areas only and no overnight parking or camping is permitted.
- (10) All dogs or other domestic animals must be leashed with a maximum eight-foot (8') length leash. All persons must properly dispose of any feces deposited by any leashed pet.
- (11) No unlicensed motor vehicles are allowed and no licensed motor vehicle is permitted on any trails or planted grass areas.
- (12) Alcoholic beverages, illegal drugs, fireworks and metal detectors are prohibited.
- (13) The cutting, picking or destruction of any plant life is prohibited.
- (14) No person shall utilize picnic pavilions during hours of posted reservation by the Parks & Recreation Department of the municipality.
- (15) No person shall fail to observe any and all other posted regulations.
- (16) The placement or erection of any sign, signboard, billboard, bulletin board, post, pole or placement of any kind of advertising in the park, without the consent of the Parks Director, is prohibited. A permit may be issued for the erection of temporary directional signs or decorations on occasions of public celebration and activities as authorized within said parks.
- (17) To tease, annoy, disturb, molest, catch, strike, injure or kill any wildlife is prohibited. Fishing is not included in this list. The feeding of any bird or fowl shall occur only in areas designated by the Parks Director.
- (18) The operation of a fixed or mobile concession, traveling exhibition, soliciting, selling, offering for sale, peddling, hawking or vending any goods or services is prohibited. Any of the foregoing activities may be allowed by permit for a sanctioned park activity as issued by the Parks Director or by a concession contract with the Parks Department and/or the Town.
- (19) The erection of a structure, tents, shelters or inflatable playground equipment is prohibited unless a permit has been issued by the Parks Director.
- (20) No person shall stay in a park after being directed to leave by a City Employee or Public Safety Officer.
- (21) The removal, destroying, mutilation or defacing of any structure, monument, statue, vase, fountain, wall, fence, railing, vehicle, bench, lighting system, sprinkling system or other park property is prohibited.
- (22) No person shall ride or drive any motorized vehicle of any kind, land sailing device, horse or other equine on, over or through any park. Skateboards, rollerblades and roller skates are restricted to designated areas.
- (23) The use of profane or abusive language or to conduct oneself in a manner that interferes with the reasonable use of a park facility by the general public is prohibited.
- (24) The conduct of a group rally of any kind as would conflict with any normal park usage is prohibited. A permit must be obtained in advance from the Parks Director for authorized use of parks' facilities to conduct any form of a group rally or function.
- (25) No person shall build any fire in a park, except in areas designated by the Parks Department and set aside for such purpose.