



Scott Park Shelter House

PARK FACILITY RENTAL FORM

City of Omro
205 S. Webster Avenue
Omro, WI 54963
(920) 685-7000

Return of Security Deposit Authorization

Return Deposit: Yes or No
(Circle One)

Date Inspected: _____

Inspected By: _____

Authorizing Signature:

Park Facility Requested

- Upper Miller Kiwanis Shelter Lower Miller Kiwanis Pavilion
- Scott Park American Bank Pavilion Scott Park Shelter House
- Other _____

For the purposes of this form, being a resident of the City of Omro, means that your property tax bill is payable to the City of Omro and not another tax entity. Applicants with Omro addresses located within the surrounding townships of Omro, Poygan and Rushford are considered Non-Residents of the City of Omro.

I hereby declare that I am a Resident Non-Resident of the City of Omro.

Park Rental Facility	Resident Rental Fee	Non-Resident Rental Fee	Security Deposit	Seating Capacity
Upper Miller Kiwanis Shelter	<input type="checkbox"/> \$ 50.00	<input type="checkbox"/> \$ 65.00	<input type="checkbox"/> \$ 50.00	100
Lower Miller Kiwanis Pavilion	<input type="checkbox"/> \$ 50.00	<input type="checkbox"/> \$ 65.00	<input type="checkbox"/> \$ 50.00	150
Scott Park American Bank Pavilion	<input type="checkbox"/> \$ 100.00	<input type="checkbox"/> \$ 115.00	<input type="checkbox"/> \$ 100.00	200
Scott Park Shelter	<input type="checkbox"/> \$ 50.00	<input type="checkbox"/> \$ 65.00	<input type="checkbox"/> \$ 50.00	32
American Bank Pavilion Stage Equip.	<input type="checkbox"/> \$ 100.00	<input type="checkbox"/> \$ 100.00	<input type="checkbox"/> \$ 50.00	
Exclusive Use of Park	<input type="checkbox"/> \$ 100.00	<input type="checkbox"/> \$ 100.00	<input type="checkbox"/> \$ 100.00	N/A

Responsible Party Name: _____ Telephone: _____

Address: _____

Total Fee: \$ _____

Date of Event: _____ Day of Week: _____

Time of Event: ____:____ am pm through ____:____ am pm

Type of Event: _____

No. Attendees: _____ Group Affiliation: _____

A Security Deposit is required. The Security Deposit will be returned to you if the shelter area is cleaned up and no damage has occurred. All damages will be charged to the user. We suggest that you bring a broom and dust pan to aid in the clean-up which includes picking up any cigarette butts. **The User fee will not be refunded if a cancellation occurs.**

For your reservation to become final, the applicable fee and security deposit must be received in full as well as this signed form, which constitutes a signed contract. **Both the applicable fees and the signed contract should be returned with checks made payable to: City of Omro, and addressed to: Park Rental Application, Omro City Hall, 205 S. Webster Avenue, Omro, WI 54963.**

Signature of Renter: _____ Date: _____

PLEASE NOTE: THERE IS NO PARKING ALLOWED ON THE GRASS OF ANY CITY PARK.

Park Rental Facilities

Upper Miller Park Kiwanis Shelter

The upper Miller Park Kiwanis Shelter is an open sided 40' x 100' steel roofed structure. There is access to electricity but no appliances are provided. There are approximately twelve aluminum picnic tables available with each able to seat up to eight persons for an estimated seating capacity of one hundred. There is a small children's playground with spring toys, swings and sand play area. Fishing from the shore or piers is within easy walking distance. Public restrooms are located very near the shelter house. The shelter house, restrooms and parking facilities are handicapped accessible. This shelter is adjacent to the Omro Family Aquatic Center for easy access to swimming for your guests. (Please be aware that the activities at the pool during operating hours may cause higher noise levels due to amplified music and loud voices of children at play. If your event requires a more quiet or serene setting, this may not be the facility of choice for your event.)

Lower Miller Park Kiwanis Pavilion

The Lower Miller Park Kiwanis Pavilion is located near the boat landing. It is an enclosed structure with a small kitchen facility with a microwave, refrigerator, sinks and electrical power. There is a long counter top in the kitchen and a pass thru window for easy serving ability. The facility easily houses up to 150 persons for seating capacity. There is one interior unisex handicapped assessable restroom. The large doors open up onto the paved parking lot area offering an indoor/outdoor facility for your event. This facility is located off the Fox River on the Miller Park Lagoon. Fishing and boating are easily accessible from this location. The small children playground is located just up the hill. Parking is available in the Upper Miller Park main parking lot.

Scott Park Shelter House

The Scott Park Shelter House is a half-block walled open sided shelter house with attached restroom facilities. The shelter includes the use of four aluminum picnic tables which will comfortably seat up to thirty-two persons. There is electrical service available to the shelter. This smaller, quaint shelter is located on the beautiful island of Scott Park and offers plenty of parking and playground facilities for the young ones. The perfect facility for your small group or gathering. Everyone is sure to enjoy the outdoors mural style paintings upon the structure's exterior. Ten overnight boat mooring sites with utility service are located along the shoreline.

Scott Park American Bank Pavilion

The Scott Park American Bank Pavilion is the newest addition to our park rental facilities. The entire structure was constructed with funds donated by the community and built with volunteer labor. This facility is 50' x 112' with arched interior ceiling beams and sits on the eastern point of Scott Park Island surrounding your event on three sides by the waters of the Fox River. There are four foot block walls around the facility which is located adjacent to the old Marble Pool site and boast a recently renovated concessions area and restroom facilities featuring pay showers. Rental of this pavilion includes the use of this concessions room with a pass thru serving window, a refrigerator and ice chest for cold food and beverage storage. A full staging system is also available for rental at this facility for an additional fee. The American Bank Pavilion is the perfect location for that large outdoor wedding or family reunion. The pavilion, restrooms and parking are handicapped accessible. The pavilion is located near fishing, playgrounds and overnight boat mooring sites.

PARK RULES AND REGULATIONS
PARK HOURS: 6:00 AM - MIDNIGHT
Speed Limit 5 mph

- No Overnight Boat Mooring Except at Designated Sites.
- No Boat Launching Without a Valid Permit.
- No Camping Except in Designated Areas.
- No Swimming in the Fox River Within the City Limits.
- No Dogs Allowed Except in Designated Areas.
- No Destruction or Removal of Park Property.
- No Littering On Park Property or in the Fox River.
- No Loud or Profane Music or Speech Allowed.
- No Endangerment to Park Wildlife or Vegetation.
- No Driving or Parking on the Grass.
- No Fires Allowed Except in City Provided Fire Pits and Personal Grills That Does Not Result in Burning of Grass or Vegetation.
- Fires Must Be Attended At All Times, Safely Distinguished, and Hot Ashes Disposed of Properly.
- No Golf, Tennis, Archery or Projectiles On Park Property.
- No Snowmobiles or Motorized Recreational Vehicles.
- No Fireworks, Firearms, Weapons or Explosives Allowed.
- No Fish Cleaning or Disposal of Remains on City Park Property.
- No Smoking in or Near Playground Perimeter.
- No Placement of Signs or Advertising Posters In the Park.
- No Vendors Allowed Without a Valid City Permit.
- No Metal Detectors Used For the Purpose of Digging.
- No Harassment of or Interference with A Valid Permit Holder.

VIOLATORS WILL BE CITED PER CITY ORDINANCES
CHAPTER 12.24.010 (B) BY THE OMRO POLICE DEPT.