



Scott Park Shelter House

PARK FACILITY RENTAL FORM

City of Omro
205 S. Webster Avenue
Omro, WI 54963
Phone: (920) 685-7000
Fax: (920) 685-7011

Email: jkiesling@omro-wi.com
Website: www.omro-wi.com

Return of Security Deposit Authorization

Return Deposit: Yes or No
(Circle One)

Date Inspected: _____

Inspected By: _____

Authorizing Initials: _____

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, Rushford and Winneconne are considered Non-Residents of the City of Omro.

I hereby declare that I am the responsible party for the rental and I am a City Resident Non-Resident

Park Rental Facility	Resident Rental Fee Per Day	Non-Resident Rental Fee Per Day	Security Deposit	Seating Capacity
Upper Miller Kiwanis Shelter	<input type="checkbox"/> \$ 50.00	<input type="checkbox"/> \$ 75.00	<input type="checkbox"/> \$ 50.00	100
Lower Miller Kiwanis Pavilion	<input type="checkbox"/> \$ 50.00	<input type="checkbox"/> \$ 75.00	<input type="checkbox"/> \$ 50.00	150
Scott Park Shelter House	<input type="checkbox"/> \$ 50.00	<input type="checkbox"/> \$ 75.00	<input type="checkbox"/> \$ 50.00	32
Scott Park National Exchange Pavilion	<input type="checkbox"/> \$ 100.00	<input type="checkbox"/> \$ 150.00	<input type="checkbox"/> \$ 100.00	200
National Exchange Pavilion Stage Equip.	<input type="checkbox"/> \$ 100.00	<input type="checkbox"/> \$ 100.00	<input type="checkbox"/> \$ 50.00	
S. Scott Park Warming Hut/Info Booth	<input type="checkbox"/> \$ 25.00	<input type="checkbox"/> \$ 25.00	<input type="checkbox"/> \$ 25.00	
Electricity Rental/Outlet (S. Scott Park only)	<input type="checkbox"/> \$ 10.00	<input type="checkbox"/> \$ 10.00	<input type="checkbox"/> \$ 10.00	
Exclusive Use of Park (Req. Council approval)	<input type="checkbox"/> \$ 200.00	<input type="checkbox"/> \$ 200.00	<input type="checkbox"/> \$ 100.00	

(Must be at least 18 years of age)

Responsible Party (Must be at least 18): _____ Telephone: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Total Fee: \$ _____

Date of Event: _____ Day of the Week: _____

Time of Event: ____: ____ am pm through ____: ____ am pm (include set-up/clean-up time)

Type of Event: _____ No. of Attendees: _____

Company/Organization (if applicable): _____

Facility Rental Fees are non-refundable. A security deposit is required and 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. For your reservation to become final, the applicable fee and security deposit must be received in full, along with this completed form, which constitutes a legal rental contract. **Both the applicable fees and the signed contract should be returned to: City of Omro, PO Box 399, Omro WI 54963, or dropped off at: Omro City Hall, 205 S. Webster Ave. Checks should be made payable to: City of Omro**

The undersigned has read and understands the park policies, rules and regulations, fee schedule and refund policy for the City of Omro and agrees to act in accordance with such policies. The undersigned agrees and is hereby declaring responsibility for any and all damages to the pavilion, facility, property and equipment resulting from the rental and use of the park facilities. Groups renting are solely responsible for the actions of their guests and people attending. The City of Omro is not liable for any incident as a result of the consumption of alcohol by patrons of the park, during, or after the lessee's rental of the park.

Signature of Renter: _____ Date: _____ Time: _____

PARK RULES AND REGULATIONS
PARK HOURS: 6:00 AM - MIDNIGHT

- Park Hours 6:00 am - 12:00
- Speed Limit 5 mph
- No Driving or Parking on the Grass.
- No Destruction or Removal of Park Property.
- No Dogs Allowed Except in Designated Areas.
- No Smoking in or Near Playground Perimeter.
- No Placement of Signs or Advertising Posters in the Park.
- No Littering On Park Property or in the Fox River.
- No Loud or Profane Music or Speech Allowed.
- No Fireworks, Firearms, Weapons or Explosives Allowed.
- No Fires Allowed Except in City Provided Fire Pits or Personal Grills, Do not Burn the Grass or Vegetation.
- Fires Must Be Attended At All Times, Safely Distinguished, and Hot Ashes Disposed of Properly.
- No Vendors Allowed Without a Valid City Permit.
- No Endangerment to Park Wildlife or Vegetation.
- 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 Golf, Tennis, Archery or Projectiles on Park Property.
- No Snowmobiles or Motorized Recreational Vehicles.
- No Fish Cleaning or Disposal of Remains on City Park Property.
- 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.