



SPECIAL EVENT FORM PAVILION - CAMPGROUND - PARK AREAS

Office Use Only

Date Making Reservation/Initials _____

Day & Date of Event: _____ Time In: _____ Time Out: _____

Event: _____ Name: _____ Number in Group: _____

Address: _____
Please print Street City State Zip

Telephone: _____
Cell/Home Work E-Mail

Coldwater Lake Family Park	Deerfield Nature Park	Herrick Recreation Area
<input type="checkbox"/> Beach Pavilion \$50	<input type="checkbox"/> West or East Beach Pavilion \$30	<input type="checkbox"/> West Pavilion - Entire Area \$75
<input type="checkbox"/> Hofbauer Pavilion \$75	<input type="checkbox"/> Pond Overlook \$30	<input type="checkbox"/> East Pavilion - Entire Area \$75
<input type="checkbox"/> Lakeview Pavilion \$50	<input type="checkbox"/> Fussman Pavilion \$50	<input type="checkbox"/> Pere Marquette Rail Trail TBD
<input type="checkbox"/> Special Use - Please note below TBD	<input type="checkbox"/> Marsh Pavilion \$50	Please note below
	<input type="checkbox"/> Covered Bridge \$250 (includes event vehicle entry)	<input type="checkbox"/> Special Use - Please note below TBD
	<input type="checkbox"/> Disc Golf Course- Please note below TBD	
	<input type="checkbox"/> Special Use - Please note below TBD	Note: Herrick Pavilions available 10:00 a.m. - 8:00 p.m.

Event Requirements:

- ☐ Extra Tables (\$5-20 fee)
- ☐ Horseshoes
- ☐ Coldwater—Hofbauer & Beach
- ☐ Deerfield—Fussman
- ☐ Herrick—East & West
- ☐ Volleyball
- ☐ Coldwater—Hofbauer & Beach
- ☐ Deerfield—All Pavilions
- ☐ Herrick—All Pavilions
- ☐ Tug-of-War Rope
- ☐ Discs (DNP Only)
- ☐ Basketball (CLFP Only)
- ☐ Special Time Needs
- ☐ Special Gate Needs

Notes:

☐ Additional notes on back

Process Fee of \$5.00 per reservation. Entry Fee of \$6 per vehicle required (except for Covered Bridge use). See reverse side of form for Pavilion amenities and seating capacities. Pavilion Refunds (less \$15 cancellation fee) will only be made if the pavilion is reserved by another group. A refundable cleaning fee of \$50 to \$100 may be required for events.

I have read and agree to abide by the conditions of the REVERSE SIDE of this form. I understand that the number in my group will not exceed accommodations provided with my reservation unless prior arrangements are made.

Print Name: _____ Signature: _____ Date: _____

Driver's License # (required): _____ Date of Birth: _____

OFFICE USE ONLY

Fees	Due	Paid	
Pavilion Rental	\$ _____	<input type="checkbox"/> _____	
Cleaning Deposit	\$ _____	<input type="checkbox"/> _____	
Event Fee	\$ _____	<input type="checkbox"/> _____	
Process Fee	\$5.00	\$5.00	
TOTAL =	\$ _____	<input type="checkbox"/> _____	
<input type="checkbox"/> Fees Waived - Director Initials _____			
<input type="checkbox"/> Credit Card (circle type)	Visa MC Discover AMEX	Date Received: _____	
<input type="checkbox"/> Cash \$ _____	<input type="checkbox"/> Check # _____	Director Initials: _____ Staff Initials: _____	



PAVILION GUIDE				FACILITIES AVAILABLE														Pavilion Size	MAXIMUM SEATING CAPACITY	
				TABLES			E L E C T R I C I T Y	R U N N I N G W A T E R	F L U S H T O I L E T S	P I T T O I L E T S	B A R R I E R F R E E	P L A Y G R O U N D	S W I M B E A C H	B O A T L A U N C H	H O R S E S H O E S	V O L L E Y B A L L	F I S H I N G			H I K I N G T R A I L S
				6' T A B L E S	8' T A B L E S	12' T A B L E S														
COLDWATER LAKE FAMILY PARK 1703 N. Littlefield Rd. Weidman, MI 48893	Beach Pavilion	10			X	X	X	X	2	X	X	X	X	X	X	X		20' X 40'	60	
	Hofbauer Pavilion	2		18	X	X	X	X	4	X	X	X	X	X	X	X		40' X 70'	200	
	Lakeview Pavilion		6		X	X	X	X	2	X	X	X	X			X		38' X 28'	50	
DEERFIELD NATURE PARK 2425 W. Remus Rd. Mt. Pleasant, MI 48858	Fussman Pavilion			4		X		X	2			X		X	X	X	X	20' X 40'	45	
	Marsh Pavilion		8					X				X				X	X	24' x 32'	64	
	West Beach Pavilion	4						X	2			X			X	X	X	14' X 18'	24	
	East Beach Pavilion	4						X	2			X			X	X	X	14' X 18'	24	
	Pond Overlook Pavilion	2		2					X	2			X			X	X	X	16' X 24'	24
HERRICK RECREATION AREA 6320 E. Herrick Rd. Clare, MI 48617	West Pavilion	2		18	X	X	X		4	X	X	X		X	X	X		40' X 70'	200	
	East Pavilion	2		18	X	X	X		4		X	X		X	X	X		40' X 70'	200	

ANY RESERVATION IS SUBJECT TO THE FOLLOWING CONDITIONS:

- Pavilion Reservations** can be made in advance after December 1. Those who had a reserved pavilion in the current year may reserve a Pavilion in November for the following year (certain restrictions may apply).
- Reservations** may be made online, by mail, in person or by telephone. Full payment of Pavilion Fees are due at the time of making your reservation.
- Pavilion Refunds** will only be made if the pavilion is reserved by another group. A \$15 administration fee will apply to all refunds.
- Early Arrival** at pavilion site (for food preparation) must be pre-arranged with Parks Main Office Staff.
- Pets** are prohibited from buildings, pavilions, beach areas and playgrounds. This is strictly enforced!
- Visitor/Guest** behavior and pavilion use is governed by the *Park Rules & Ordinances* which is posted at the park.
- Parking** of all motor vehicles must be in designated parking lots.
- An Isabella County Park Entrance Permit is required for entry into each park.** Daily Entrance Permits are \$6 per vehicle and Annual Entrance Permits are \$25 for residents and \$35 for non-resident guests.
- Sports Equipment** is available upon request.
- The sale (or distribution) of alcoholic beverages is prohibited.** Individuals of legal age may consume reasonable amounts of alcoholic beverages from their private supply. Any kind of bulk beer or liquor containers may not be brought into any Isabella County Park. All beverages (alcoholic or otherwise) must be served in unbreakable containers.
- Amplified** music, loudspeaker or public address system usage, without the written permission of the Director is unlawful.
- A Cleaning Deposit** may be required for pavilion use as determined by the Director. The deposit must be received with the reservation payment. All, part or none of the Cleaning Deposit will be returned, based on the condition of the park area after the event.
- Confetti** is strictly prohibited within the pavilions.

NOTES: