

**PICNIC SHELTER USE APPLICATION / AGREEMENT**

ORGANIZATION: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

PHYSICAL ADDRESS: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ BUSINESS PHONE: \_\_\_\_\_

DATE(S) REQUESTED: \_\_\_\_\_

TIME(S) REQUESTED: \_\_\_\_\_

RESERVATIONS ARE FIRST COME FIRST SERVE UNTIL APPLICATION AND FEES ARE DELIVERED TO SANDPOINT PARKS AND REC.

**SEE REVERSE FOR PARK REGULATIONS AND DEFINITIONS**

.....  
LIST TYPE OF USE: \_\_\_\_\_

Picnic, Reunion, Wedding, Special Event (commercial or non), etc.

NUMBER EXPECTED TO ATTRACT IF OVER 25: \_\_\_\_\_

FACILITY REQUESTED: BEACH HUT \_\_\_\_\_ TRAVERS \_\_\_\_\_ LAKEVIEW \_\_\_\_\_  
HICKORY \_\_\_\_\_ (Access to power is not included with shelter reservations)

FARMIN BANDSTAND \_\_\_\_\_ (power available upon request)

.....  
I am authorized to bind the above organization and the members thereof. The organization, the members thereof, and the undersigned shall hold harmless the City of Sandpoint for any and all liability for personal injury or damage during the above noted functions(s) to be held at the above requested shelter.

I have read the foregoing and agree to abide by all city, state, and federal laws. I further agree to abide by all regulations governing the use of the park and it's facilities. Please remit to Sandpoint Parks and Rec 1123 Lake Street Sandpoint ID 83864 (208) 263-3613

**NOTE: ALL FEES ARE NON-REFUNDABLE**

BY: \_\_\_\_\_ DATE: \_\_\_\_\_

.....  
**REMAINDER TO BE COMPLETED BY CITY**

**CHARGES: \$50.00 Per Day Citizens Residing Inside Sandpoint City Limits  
\$60 Per Day for Non-Residents**

PAID BY: CHECK \_\_\_\_\_ CASH \_\_\_\_\_ AMOUNT \_\_\_\_\_ ACCT.# 08-000-0362-36200.000 RR06

RECEIVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

GOOGLE CALENDAR  ACCESS

Greetings Picnic Shelter User,

We're happy that you have chosen our City picnic shelter for your event. The shelter will be posted as reserved under the name of the individual or group that completed the paperwork. If you find another group or individual occupying, please nicely inform them that you've paid to reserve the hut for the day.

We would much appreciate your observation of the following regulations:

NO ALCOHOLIC BEVERAGES.

NO GLASS CONTAINERS.

NO DOGS OR PETS.

NO CATERED ACTIVITIES.

NO UNAUTHORIZED AMPLIFIED MUSIC/ SOUND.

SWIMMING AND BOATING RESTRICTED TO DESIGNATED AREAS.

VEHICLES PERMITTED IN DESIGNATED PARKING AREAS ONLY.

VEHICLES ARE PROHIBITED IN ALL PARKS UNLESS SPECIFICALLY AUTHORIZED BY PARKS AND REC DIRECTOR.

NO OVERNIGHT PARKING OR CAMPING ON CITY PROPERTY.

NO UNAUTHORIZED SPECIAL EVENTS. Special events are activities commercial or noncommercial in nature. Special events shall fall into one of two (2) categories: "category 1" is defined as an event expected to attract one hundred fifty (150) persons or less to attend, "category 2" is defined as an event expected to attract one hundred fifty (150) or more persons to attend. (Ord. 1280, 5-15-2013) A special application provided by the P&R Dept. a recommended (60) days prior to the event is required.

NO UNAUTHORIZED COMMERCIAL ACTIVITIES / SALES OF GOODS OR SERVICES (a Commercial activity is an occupying of a park conducted or sponsored by any person at which a product or service is offered for sale or rent with the intent of making a profit, whether or not such profit is for a nonprofit cause. Commercial activity requires a special application provided by the P&R Dept. a recommended (60) days prior to activity. Contact P&R for details 263-3613.

We hope that your event goes well. For future reference, we offer covered picnic shelters in the following Parks: City Beach, Lakeview, Farmin, Travers, Centennial, and Hickory. If you have any comments or input that would help us better serve our public, please don't hesitate to give us a call 263-3613 or send e-mails to [recreation@sandpointidaho.gov](mailto:recreation@sandpointidaho.gov)

Have, FUN!