

BAMA PARK RESERVATION REQUEST

Name: _____ Squadron: _____

Cell/Home Phone: _____ Duty Phone: _____

Event Date: _____ Type of Function: _____

Expected Number in Attendance: _____ Ramada #: 1 2 3 4

Event Time: _____ to _____

Park reservations no longer require a deposit. Park guidelines and cleaning requirements include, but not limited to the following:

Customer's Initials-Cleaning

- (a) _____ Return all picnic tables to their original locations.
- (b) _____ Remove all personal items, i.e., utensils, clothing, coolers, etc.
- (c) _____ Place all trash/garbage in the dumpster. Empty the trashcan and insert clean plastic bags in all used trashcans. Patrons must provide their own trash bags.
- (d) _____ Ensure all toilets in restrooms are flushed, trash is picked up from the floor and trash is disposed of in dumpster. Replace plastic bags in restroom receptacles.
- (e) _____ Stocking of toilet paper and paper towels is the responsibility of the individual holding the function.

Customer's Initials-Guidelines/Information

- (f) _____ Glass containers are not permitted in the park area.
- (g) _____ Vehicles are not allowed on the park, this includes unloading and loading.
- (h) _____ Individuals or squadrons needing electrical power can use the electrical outlets located along the fence and must provide their own extension cords. Outdoor Recreation and Civil Engineering will not provide extension cords.
- (i) _____ Items and blowups (bouncy castles, slides) cannot be staked down due to irrigation sprinklers. Weights, water jugs, or sand bags must be used.
- (j) _____ The sprinkler system is scheduled to run Monday-Thursday 2100-0200.
- (k) _____ **Facility keys to unlock the bathrooms may be obtained from Outdoor Recreation during business hours the day prior to my scheduled event.**
- (l) _____ **I understand that it is my responsibility to ensure that the park is clean after the function. Should there be any issues with the cleanliness of the facility, a \$50 cleaning fee will be owed to Outdoor Recreation.**

Customer's Signature

Date

For Office Use Only

Employee Initials _____

Date Submitted _____