

Please print neatly and answer **all** questions thoroughly. Submit completed application and applicable fees to:
City Hall, 111 Masonic Street, Creedmoor, NC 27522 during normal business hours (Monday-Friday 8am-5pm)
Application must be approved **prior** to using the Harris Park shelter.

Applicant Name _____

Physical Address _____ City _____ State _____ Zip _____

Phone Home (____) _____ Work (____) _____ Cell (____) _____

Reservation Date ____/____/____ Reservation Time Sunrise – 2pm 3pm – Sundown All day

Request Use of Horseshoes No Yes* Request Use of Personal Grill No Yes**
**Must be picked up at City Hall*

Rules and Regulations

1. Users must adhere to the **Harris Park Policies & Procedures**.
2. Shelter reservations may be made **six (6)** months in advance.
3. Fees are required upon submission of application and are non-refundable.
4. The City will allow **one (1)** change to an existing reservation with a **seven (7)** calendar day advanced notice. **No rain dates allowed.**
5. Rental fee is \$25.00 per half-day increment.
6. Users are required to place all trash (including decorations, crepe paper, scraps, balloons, etc.) into the City provided trash receptacles located at Harris Park.
7. Users may not attach decorations, signs, etc. to any part of any structure with any object by any means of insertion such as nails, staples, etc.
8. No firearms, fireworks, glass containers, or alcoholic beverages permitted.
9. Music that is amplified and disturbs others is not permitted (see City of Creedmoor – Code of Ordinances, Title IX, General Regulations, Article 96 Health & Sanitation Nuisances).
10. Users may bring personal grills to Harris Park. ****Note: Grills must** be placed at least 10’ from any structure at Harris Park, including the shelter, playset, horseshoe pit, parking lot, and tree line.
11. Small equipment is allowed (e.g. corn hole, horseshoes).
12. Large equipment is **not** allowed (e.g. volleyball nets, bounce houses).

I, the undersigned, for myself and any person associated with the event/activity, do hereby release, hold harmless and agree to indemnify the City of Creedmoor, its agents and employees, from any and all liability caused by negligence or other culpable conduct on the part of me or any member of my group or employees, independent contractors, or any other party involved in the event during my use of the Harris Park shelter and insure that I will faithfully comply with the terms of this application and the City of Creedmoor Harris Park Policies & Procedures. I also understand that I am responsible for any and all damages to the facility and may be required to provide additional insurance.

Applicant Signature

Date

To Be Completed by Creedmoor City Hall Staff Only

Approved by _____ Title _____

With the following exceptions/allowances _____

Total Fee Paid \$ _____ Date _____ Receipt # _____