

▲ Parks 1323 Waterloo Lane Gardnerville, NV 89410

(775)782-9835 Fax (775)782-5799

Email: rsmith@douglasnv.us mcalora@douglasnv.us ▲ Recreation 1329 Waterloo Lane Gardnerville, NV 89410

(775)782-5500 Fax (775)783-6457 ▲ LakeTahoe Kahle Community Center 236 Kingsbury Grade Stateline, NV 89449

(775)586-7271 Fax (775)586-7273

Mail: PO Box 218 Minden, NV 89423

DOUGLAS COUNTY PARKS FACILITY APPLICATION AND USE PERMIT

Director: Scott Morgan

Name of Group/Organization	Organization Phone
Mailing Address of Group/Organization	City/State Zip Code
Name of Responsible Person/Applicant Pho	ne E-mail
Mailing Address	City/State Zip Code
Facility Requested (Name of area to be used)	
Requested Date(s)	Requested Time (To and From)
Type/Name of activity to be conducted	Anticipated number of participants
What (if any) vehicles or equipment will be brought into the fa	cility?
Nature and duration of any amplified sound	
Do you request the privilege for alcohol consumption?	
If yes, will alcohol be sold? Yes Yes Yes	
County Services Requested (Based on availability)	
Power () Lights () Heat () Water ()	Tables () Chairs () Dumpster ()
Portable Toilets () Infield preparation () Concession S	Stand/Cook Shack () Arena Prep () Horse Stalls ()
Applicant certifies that he/she has been informed of the ru Parks Facilities as stated in Title 13 of the Douglas Count	
Signature of Applicant 1. All applications are reviewed and subject to approval by the Park	Date k Superintendent - Reservation requests will require payment of the

1. All applications are reviewed and subject to approval by the Park Superintendent. Reservation requests will require payment of the application fee (\$5.00) to submit application. **Deposit** for event is required within **10 (ten) days** after approval of reservation. **FULL PAYMENT** is required **10 (ten) days** prior to event date.

IMPORTANT FACILITY INFORMATION NO PHONE RESERVATIONS

PLEASE READ THE FOLLOWING INFORMATION CAREFULLY. ALL GROUPS WILL BE EXPECTED TO COMPLY WITH ALL DOUGLAS COUNTY PARK RULES AND REGULATIONS WHEN USING COUNTY FACILITIES. TITLE 13 OF THE DOUGLAS COUNTY CODE OUTLINES THESE RULES. A COPY OF THE RULES IS AVAILABLE AT THE LAMPE PARK ADMINISTRATION OFFICE

- 2. Depending on the event, the Department may require that security services be provided as a condition of application approval, under the following circumstances: 1.) if an event makes a major impact on the facility, 2.) when alcohol is being served or sold, 3.) when additional precautions are deemed necessary due to the nature of the event. When security is required, private security will be arranged by the department or applicant will be required to do a security plan with DSCO. The applicant is responsible for ALL fees for the security services.
- 3. Comprehensive General Liability insurance naming Douglas County as additional insured will be required for any event when: 1) the event is open to the public, 2) a fee is charged for the event, 3) the very nature of the event and/or number of applicants require its application, and/or 4) as determined by the Parks Superintendent. The minimum limits for the insurance shall be as follows: \$1,000,000 for each occurrence, \$1,000,000 annual aggregate. Insurance coverage must include premises and operations. If alcohol is to be sold, the insurance policy shall include Liquor Liability naming Douglas County additional insured with the same aforementioned minimum limits.
- 4. Upon check-out the Parks supervisor or his/her representative may determine if deposit refund needs to be adjusted based on excessive cleaning needs, damage to facility and/or equipment. Deposit will be refunded in the same manner it was paid unless reservation is over 6 months old or was paid by cash, and then a refund check will be issued.
- 5. Rules prohibiting the presence of dogs or animals and use of any glass beverage containers will be strictly observed and enforced. Exceptions to this include Seeing Eye dogs with masters and any special activity previously authorized by Park Superintendent.
- 6. Violation of any established rules or regulations regarding facility usage are contract infractions and are subject to immediate termination of the application by the Park Superintendent or his representative thereof.
- 7. Douglas County, its employees and representatives, shall be held harmless for damage or loss of applicant's or group's property and equipment and for any personal injury or loss incurred by the applicant or by the group's personnel, employees or participants. Applicant or groups shall be obligated to reimburse Douglas County for all expenses incurred by the County in the event of legal action taken against your organization or group.
 - 8. The user of the facility covered by this permit MUST have either the use permit or paid receipt in possession during time of use.

AGREEMENT	
I,of the Name of Individual	Name of Organization
am familiar with the rules and regulations regarding use by the behalf of the organization to abide by all provisions thereof. I, of the organization, for any damages, including excessive clear	furthermore, agree to be responsible and liable on behalf
Signature:	Date:
RECEIVED DATE:	REMARKS:
Approved by/date:	
DISAPPROVED BY /DATE:	
DISAPPROVED BY / DATE: DEPOSIT AMOUNT/DATE:	
DEPOSIT AMOUNT/DATE:	