



Saracen Landing Rental Application

Updated January 1, 2010

Date _____ Name/Organization _____

Phone number _____ Contact _____

Address _____
PO Box or Street City State Zip

Requested Rental Date _____, _____ am/pm until _____ am/pm.
Month Day Year

* Pavilion is not available until 2 pm on Farmers Market days. (Tues., Thurs., Sat., May thru October)

Type of activity facility will be used for: _____

Which areas will you be renting? (\$100 clean-up fee will be added to all rentals)

- Pavilion (entire park) \$400
- Conference Room \$50 (may be added to Pavilion rental)
- Amphitheater \$50 (included with Pavilion rental)
- Sign _____ one side \$35 _____ both sides \$60 (Please complete attached sign rental form.)
- Tables _____ @ \$3 Chairs _____ @ \$.50 (tables & chairs included with full pavilion rental)

Would you like the Parks Commission to provide security? Yes _____ No _____

If so, how many security guards? _____ @ \$25 per hour \$ _____

Will alcohol be served _____ or sold _____ ?

If alcohol will be sold, you must provide the Parks & Recreation office with a copy of your picnic permit.

The undersigned, having read the rules governing the use of the Saracen Landing facility, by signature, declares full responsibility for upholding these rules, and for any damages which may occur during his or her use of the facility.

Signature

If any problems arise after business hours, contact Susan Harris at (870) 717-4701.

FOR OFFICE USE ONLY

Deposit pd \$ _____ Building pd \$ _____ Sign pd \$ _____ Tables/Chairs pd \$ _____ Total \$ _____

Balance owed \$ _____ Date balance due _____ (for full rental only)

Authorized by Parks Employee

Receipt number