



Special Event Request

Date of event: _____

Name of Organization: _____

Non-Profit? **YES** **NO**

Are you charging for event? **YES** **NO** If yes, what amount: _____

Contact Person: _____ Phone#: _____

Email address: _____

Location (choose):

**Tyrrell Park
Ida Reed Dog Park**

**Gulf Terrace Hike & Bike
Collier's Ferry Park**

Babe Zaharias Park

Time of event: _____ Type of event: _____

Description of event:

Do you plan to advertise for this event? **YES** **NO**

If YES, what form of advertising? _____

****Parks and Rec. requires that you submit your advertisement for our approval at least one week before the publishing date of advertisement****

Will you have security for this event? **YES** **NO**

If YES, what type? _____

Approximate number of people: _____

Do you plan to set up temporary structures such as stages, tents, booths, tables, bounce houses etc. for this event?
YES **NO**

If YES, please describe: _____

Will any type of sound amplifying equipment and/or musical entertainment be used in conjunction with this event?
YES **NO**

If YES, please explain:

Other Information:

- A \$150 fee per day is also required to secure the facility. This payment is due two weeks prior to the event date, in order to secure your reservation. (To reserve the softball fields/soccer field at the Athletic Complex, or the soccer fields at Babe Zaharias Park, there is a separate form and fee schedule that applies.)
- A \$150 refundable trash deposit is required to secure the facility. Upon completion of your event, your deposit will be returned, provided sufficient effort has been done on your part to return the grounds to their previous condition.
- We do not provide electricity at the facilities.
- Alcoholic beverages are not allowed in or around any park facility in the City of Beaumont.
- Sound levels must be kept to a minimum in order not to disturb other park patrons or the surrounding neighborhood, per city ordinance.

Signed: _____

Date: _____

**** The participant agree(s) to defend, indemnify, and hold harmless the City of Beaumont, TX from any claim, demand, suit, loss, cost or expense, or any damage which may be asserted, claimed or recovered against or from the City of Beaumont, TX by reason of any damages to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way.**

(For office use only):

Signed: _____

Date: _____

(For office use only):

Approved: _____

Date: _____