



# Spring Hill Parks and Recreation Shelter Reservation Form

Please Mail form to P.O. Box 789, Spring Hill, TN 37174  
Forms May also be dropped off at city hall or the parks and recreation office (407 McLemore Ave.)

Reservations Must Be Made at Least 48 Hours in Advance!

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Reservation Date \_\_\_\_\_ Reservation Times \_\_\_\_\_  
 Organization or group Name \_\_\_\_\_  
 Type of Activity \_\_\_\_\_ Person in Charge \_\_\_\_\_  
 Address \_\_\_\_\_ Home Phone \_\_\_\_\_  
 \_\_\_\_\_ Work Phone \_\_\_\_\_  
 Estimated Attendance \_\_\_\_\_ Fax \_\_\_\_\_  
 \_\_\_\_\_ Email \_\_\_\_\_

### Shelter Requested

- Evans Park – Eastern Redbud Shelter (closest to playground)       Harvey Park - Red Oak Shelter (closest to playground)  
 Evans Park – Red Maple Shelter       Harvey Park - Japanese Maple Shelter

How do you want to receive your permit?     Mail     Fax     Email

### Park Policies:

- ▶ Park shelters are open from daylight to dark unless otherwise reserved or posted.
- ▶ Park shelters are used on a first-come first -serve basis unless reserved with the parks dept.
- ▶ Park shelters must be cleaned and returned to original conditions after a reservation.
- ▶ Removal of picnic tables from the shelter area is prohibited without permission from the parks dept.
- ▶ Skateboarding, inline-skating and bicycles are prohibited on picnic tables or under the shelter area.
- ▶ Alcoholic beverages are prohibited.
- ▶ Pets must be on a leash or restrained at all times. Pet waste must be removed and disposed of properly.
- ▶ Amplified or loud music is prohibited without a permit issued by the parks dept.
- ▶ Parking is allowed only in designated areas.
- ▶ Vendors, soliciting, signs and other advertisements are prohibited without proper permission.
- ▶ Open fires are permitted only for cooking in designated cook grills.

I have read, understand and agree to the guidelines and regulations stated in the park policies. By my signature I agree to hold harmless and indemnify the City of Spring Hill, its officials, agents and employees for all claims arising from the use of park facilities resulting in personal injury or property damage. The Parks and Recreation Department reserves the right to nullify any reservation due to circumstances beyond our control.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Spring Hill Parks and Recreation • P.O. Box 789 • Spring Hill, TN 37174 • (931)487-0027  
Fax Reservation Forms to (931)487-9093**