

Helena Township Ball Park Use Agreement

This form is required for all groups of twenty persons or more and may be completed by smaller groups who want to schedule an event space. Please complete the form and submit it with any required additional documents. There is no required fee for park use, but donations are suggested and welcomed. Donations can be made out to Helena Township. **The Ball Park is a public park and is always open to the public including times when events are scheduled.**

No park event will be scheduled until this form, any additional documents, and deposit are filed with the Helena Township Clerk and the Helena Township Clerk has signed the agreement below.

TODAYS DATE: _____

NAME OF PERSON: _____ GROUP: _____

ESTIMATED NUMBER OF PEOPLE IN YOUR GROUP: _____

ADDRESS: _____

PHONE # (REQUIRED): _____

DATE & TIME OF EVENT: _____

DEPOSIT (REFUNDABLE) \$100 MADE PAYABLE TO: HELENA TOWNSHIP

WHEN ALCOHOLIC BEVERAGES ARE PRESENT

REQUIRED: Please submit a Certificate of Insurance for Comprehensive General Liability in the amount of \$1,000,000 per occurrence naming Helena Township as additional insured for the duration of the event and any use of the property related to the event, including placement of equipment or other personal property on Township property **when alcoholic beverages are present.**

Insurance Certificate attached: yes _____ no _____

PARK CLOSSES AT 11:00 PM In consideration of the neighbors, noise (music etc) will end at 11:00 PM.

Helena Township
PO Box 177
8751 Helena Road
Alden, MI 49612

231.331.4643 phone

231.331.6713 fax

OVER

