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PROGRAM REGISTRATION & FACILITY RENTAL FORM
VILLAGE OF HOWARD

2456 Glendale Avenue, Green Bay, WI 54313 • (920) 434-4640 • villageofhoward.com

To Get Started, Please Set Up a Family/User Account:

Head of Household/Responsible Party MIKE SIMOENS Birthdate _____ Gender M

Family Information

Company/Organization Name (if any) HYSA BASEBALL TOURNAMENT

Street Address 3091 SUNRAY City G.B Zip Code 54313

Primary Phone 366 5010 Secondary Phone _____ Other Phone _____

Primary Email Address michsimo@hssd.k12.wi.us

Howard Resident? ☒Yes ☐No, I am a Resident of: ☐Green Bay ☐Suamico ☐De Pere ☐Bellevue ☐Ashwaubenon ☐Allouez ☐Oneida ☐Pulaski ☐Hobart ☐Other _____

Family Emergency Contact _____ Relationship _____

Primary Phone _____ Secondary Phone _____ Other Phone _____

PROGRAM REGISTRATION INFORMATION

Household Members	Gender	Birthdate	Program Name if Registering for a Class Today	Course #	Fee
				Total Program Fees	

I understand participation in Leisure Services programs involves an element of risk or danger for all participants and may cause serious injury, death or property loss. I agree to assume these risks for my family and release the Village of Howard, its employees and other participants from any liability for injuries and damages sustained while participating in these programs. I understand a physician's approval is encouraged prior to participation. For program promotion purposes, photographs may be taken of participants from time to time and used in Village recreation publications. If you do not wish to have photographs taken or do not want your or your child's photographs in Village publications, please notify the photographer and/or program instructor. I am providing personal information solely for the purpose of participating in Howard Leisure Services Programs, and would not provide this information otherwise, and do not wish this information to be shared with parties outside of the Howard Leisure Services Department.

Signature [signature] Date 1/11/13

FACILITY RENTAL INFORMATION

Facility:

- ☐ Meadowbrook Pavilion
- ☐ Meadowbrook Open-Air Shelter
- ☐ Pinewood Enclosed Shelter
- ☒ Akzo Nobel Sports Complex Open-Air Shelter (at diamonds)
- ☐ Village Hall Community Center
- ☐ Village Hall Activity Room
- ☐ Village Hall Duck Creek Conference Room
- ☐ Other: _____

RENTAL DETAILS:

Will alcoholic beverages be served? [X] Yes [ ] No

Will alcoholic beverages be sold? [X] Yes [ ] No

If yes, a permit is required from the Village Hall.

Will there be amplified sound of any kind? [ ] Yes [X] No
(live band, dj, stereo system, etc.)

If yes, what type _____

Where will it be located _____

What time? From _____am/pm to _____ am/pm

If yes, it CANNOT be heard by any neighbors. Must comply with Village Ordinance 24-282 and 24-283.

Will there be inflatables, tents and/or canopies? [ ] Yes [X] No

Location must be approved. Tents only allowed on South side of shelter.

Will you use a grill, fryer, booyah kettle or other cooking utility? [X] Yes [ ] No

If yes, what type GRILL

Will the exterior electricity be used? [X] Yes [ ] No

Will exterior water be used? [X] Yes [ ] No

Day and Date of Rental: MAY 18, 2013 Private Event [ ] Open to the Public* [X]

If open to the public, a Certificate of Insurance is required. See rental policies & procedures.

Event Time: from 8 am/pm to 10 am/pm Reserve Time: from 8 am/pm to 10 am/pm

Reserve time includes setup and cleanup.

Use Type: □Family Party □Wedding Reception □Meeting □Event ☒Other BASEBALL TOURNAMENT

Maximum # of Participants Expected: _____ (Not to exceed building capacities)

Request for Special Arrangements or Setup: A, B, D SET AT 60' BASES 46' PITCH
C SET AT 75' BASES 53' PITCH

As the official user or authorized designee of the above group, I hereby agree to accept the responsibility for the observance of all ordinances, regulations and policies established by the Village of Howard governing the use of all parks and recreational facilities. I furthermore accept full responsibility for any damages or excessive cleanup expenses that may be incurred as a result of the use of the above shelter or facility by myself or by those that I represent. I have received a copy of the Village of Howard rental policies and procedures and agree to abide by all the regulations and policies set forth for the use of the building and/or grounds. ***As the responsible party, I agree to be present at all times during the rental with this rental form in my possession. During the rental, this form and the corresponding rules must be provided to any village official upon request.***

Signature: Michael [illegible] Date: 1/11/13

FACILITY RENTAL FEES

	Category 1		Category 2		Category 3	
	Mon-Thurs	Fri-Sun	Mon-Thurs	Fri-Sun	Mon-Thurs	Fri-Sun
Meadowbrook Pavilion	$0	$40	$75	$100	$100	$150
Meadowbrook Open Air Shelter	$0	$15	$30	$50	$50	$75
Pinewood Enclosed Shelter	$0	$25	$50	$75	$75	$115
Akzo Nobel Sports Complex Open Air Shelter	$0	$15	$30	$50	$50	$75
Village Hall Community Center						
up to 4 hours	$0	$25	$50	$75	$75	$115
whole day	$0	$50	$100	$150	$150	$225
Village Hall Activity Room						
up to 4 hours	$0	$20	$40	$50	$50	$75
whole day	$0	$40	$80	$100	$100	$150
Village Hall Duck Creek Conference Room	$0	$0	$30	$30	$50	$50
Security Deposit	$75	$75	$75	$75	$75	$75

Category 1: Government Agencies, Non-Profit Organizations
Category 2: Village of Howard Residents, Charitable Groups within the Village of Howard, Schools
Category 3: Non-Residents of Howard, For-Profit Businesses

Examples

Government Agency: Department of Transportation, Department of Natural Resources, Brown County Library
Non-Profit Organization (any group with 501(c)(3) status): Howard Suamico Community Band, Duck Creek Softball Association, Howard Suamico Youth Soccer Association, Howard Hurricanes Soccer Club, Howard Suamico Pulaski Hockey Association, Howard Suamico Historical Society, Boy/Girl Scouts, YMCA, American Diabetes Association, Service Clubs
Charitable Groups within the Village of Howard (any group without 501(c)(3) status): Howard Youth Sports Association, Special Interest Groups, Church Organizations, Ignite Youth Center, Sports Teams/Clubs
Schools: Howard Suamico School District, St. John the Baptist School, Home School, Northeast Wisconsin Technical College, University of Wisconsin-Green Bay
Non-Residents of Howard: Any individual who lives outside of the Howard Village limits
For-Profit Businesses: Any group or individual who operates for a profit

Revised 9/30/2010

Office Use Only

Total Rental Fees: _____ Key # Issued: _____
Security Deposit: _____ Door Code : _____ #
Total Program Fees: _____ Date Key Issued: _____
Grand Total Due: _____ Date Key Returned: _____