4j

SPECIAL EVENT PERMIT
Leisure Services Department

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

Responsible Party's Name: DAVE LUEDKE DOB: 1/1/1966

Type of Event/Name of Event: HYSA SOFTBALL TOURNMT Private Event [ ] Open to Public [✓]

Organization Name (if any): HOWARD YOUTH SPORTS ASSOC. Date of Rental: JUNE 15-17

Event Time: from 8 am / pm to 10 am / pm # of Participants/Spectators Expected: 300

Total Rental Time: from 8 am / pm to 10 am / pm (includes setup and cleanup time)

Contact Email Address: dluedke@new.rr.com Primary Phone: 265-7901

Address: 1208 Coplinus Dr City/State: GREEN BAY, WI Zip Code: 54313

Rental Location: AKZO SPORTS COMPLEX Field Numbers/Letters: 1-4

RENTAL INFORMATION - check all that apply

Ball Diamonds, Lighted

- ☐ 2 hour reserved practice $10/day
- ☐ Game/tournament, M-F 4-10 pm $50/field/day
- ☐ Game/tournament, Sa-Su 8 am - 10:30 pm* $100/field/day

Ball Diamonds, Unlighted

- ☐ 2 hour reserved practice $5/day
- ☐ Game/tournament, M-F 4-10 pm $30/field/day
- ☐ Game/tournament, Sa-Su 8 am - sunset $50/field/day

Soccer Fields

- ☐ 2 hour reserved practice $5/day
- ☐ Game/tournament, M-F 4 pm - sunset $30/field/day
- ☐ Game/tournament, Sa-Su 8 am - sunset $50/field/day

Concession Stand

- ☐ Akzo Nobel, M-F $50/day
- ☐ Akzo Nobel, Sa-Su $100/day
- ☐ Howard Memorial, M-F $50/day
- ☐ Howard Memorial, Sa-Su $100/day
- ☐ Spring Green, M-F $50/day
- ☐ Spring Green, Sa-Su $100/day

☐ Security Deposit $25

☐ Other: _____

*Diamonds lights off by 10:15 pm at Akzo Nobel Sports Complex, by midnight at Howard Memorial Park.

Office Use Only

Total Athletic Field Fee $ —

Total Concession Fee $ —

Total Other Fees $ —

Security Deposit $ —

Grand Total Due $ —

RENTAL DETAILS

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

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

If yes, a permit is required from Village Hall.

Will there be amplified music? [ ] Yes [✓] No

(live band, dj, stereo system, etc.)

If yes, it cannot be heard by neighbors (disruptive).

Will there be tents and/or canopies? [ ] Yes [✓] No

May require inspection. See rental policies & procedures.

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

If yes, what type? GRILL

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

Requires additional arrangements. Contact Village Hall.

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

Requires additional arrangements. Contact Village Hall.

REQUEST FOR SPECIAL ARRANGEMENTS & SETUP

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. ***This rental form and the corresponding rules must be in my possession during the rental period.***

Signature: [signature] Date: 5/10/12

Revised 3/12/2010

Office Use Only

Key # Issued: _____

Date Key Issued: _____ Date Key Returned: _____

Date Fees Paid: _____