

MENOMONIE RECREATION

DEPARTMENT PARK SHELTER

RESERVATION FORM



Contact Information	
Contact Name:	
Contact Email:	
Address:	City/State/Zip:
Home Phone:	Cell Phone:
Shelter Rental Information	
Date of Reservation:	
Reason for Reservation:	
Facility Reserved:	
Estimated Number in Group:	Music Amplification: Yes No
Fees	
Shelter Rental Charge:	
Music Amplification Fee (\$15.00):	
Tax (5.5%):	
Total:	
Payment Information	
Form of Payment:	Cash Check Debit/Credit
Card Holder Name:	Card Number:
Card Expiration Date:	CVC:
Card Holder Signature:	Date:

I agree to be responsible for any all damages to City property and obey all park rules

Renter's Signature: _____ Date: _____

Shelter Fees (All shelters include tax)

Wakanda Park-

Wakanda Pavilion: \$75.00
 Northside: \$55.00
 Southside: \$35.00
 Farm Bureau: \$35.00
 Lions Club: \$35.00
 Letty M. Trainor: \$35.00
 Jim Miller: \$35.00

Point Comfort-

Lions Club: \$35.00
 Bassmaster: \$35.00
 Byron Smith: \$35.00

Wilson Park-

Band Shell: \$75.00
 Farmer's Market: \$100.00
 Band Shell & Farmers Market: \$150.00
 Small Shelter: \$35.00

Phelan Park: \$45.00

Elmwood Park: \$45.00
 Lakeside Park: \$45.00
 Riverside Park: \$45.00
 Fowlers Court: \$45.00
 Wolske Bay- Krueger: \$35.00

Park Rules



Park Shelter Rules

- Parks are open 7:00AM – 10:00PM
- Reservation can be made one year in advance from the date you wish to reserve.
- Please dump all rubbish and garbage into dumpsters and garbage cans. Do not dump grease in dumpsters/garbage cans.
- Amplified music is permissible at all city parks from 10:00AM – 10:00PM. A permit and \$15.00 filing fee are required; to be filed with the reservation form.
- Alcohol is allowed in all parks, except the Leisure Services Center, Fowlers Court, and Wilson Park Band Shell, but may not be sold.
- Tents may be installed only in designated areas because of buried underground utilities.
- Arrangements for additional picnic tables and other equipment may be made at an additional cost to the renter.
- No glass of any kind is allowed in the parks.
- No City facilities may be used for commercial selling purposes.
- Fundraising for non-profit organizations is allowed with the completion of a Special Events packet.
- The City reserves the right to require renters to provide a certificate of insurance which names the City as Additional Insured, and provides adequate coverage for the type of activity scheduled.
- Renters agree to hold the City harmless.
- The individual listed on the Recreation Permit shall be responsible for enforcement of all park rules and proper conduct of persons using the facilities. Renters are responsible for loss of, or damage to, City property under their control and assume the full cost of repair or replacement.
- All property belonging to the renter shall be removed from the building at the conclusion of the rental period. No permanent decorations or storage of items are permitted.
- Community Services employees are on duty Monday – Friday from 7:00AM – 5:00PM and on weekends from 7:00AM – 9:00AM. In case of an emergency contact the Menomonie Recreation Department at 715-232-1664. During non-office hours contact the Menomonie Police Department non-emergency number at 715-232-1283.
- Any shelter not rented will be available to the public on a first come, first serve basis.
- Ball diamond reservations are available beginning on April 1st- weather permitting.
- Camping is not allowed in any park.
- Fires are permitted only at prepared fire places.
- Please help to protect our parks by reporting vandalism.