

# HUNTSVILLE TOWN

P.O. BOX 267  
HUNTSVILLE, UT 84317  
(801) 745-3420

## WEDDING GROUP RESERVATION REQUEST FORM

**\*\*ALL RESERVATIONS FOR WEDDING GROUPS REQUIRE PRIOR APPROVAL\*\***

Petitioner \_\_\_\_\_ Group/Function \_\_\_\_\_ Request Date \_\_\_\_\_  
(Person making reservation)  
Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_  
Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Alt. Contact \_\_\_\_\_ Phone \_\_\_\_\_  
No. of people attending \_\_\_\_\_ Time of reservations \_\_\_\_\_

**Fee: A Minimum of \$350 will be charged. Final Fee set by Town Council at Council Meeting:  
A \$200 refundable cleaning/damage deposit is also required.**

Circle reserved area: S. East Pavilion S. West Pavilion Outdoor Stage  
Circle reservation time: 8:00 am to 3:00 pm or 4:00 pm to dusk

1. The Petitioner must be 18 years or older, and will be responsible for the facilities and grounds during the time used. Any cost for repair of damages or replacement of furnishings will be paid by the petitioner reserving the park.
2. Petitioner must submit a plan for parking, traffic, and route management.
3. Petitioner must provide portable restrooms and wash facilities, proportionate to the number of guests/participants.
4. Petitioner must supply a security/cleaning deposit of at least \$200.00 or as established by the Town Council.
5. The deposit will be returned within two weeks of the event IF the facilities and grounds are left as found.
6. Large groups/events often negatively affect the lives of our residents. We typically receive requests for large events each week throughout the summer. **Preference will be given to groups who offer a contribution to the town to help offset park maintenance and improvement costs.**
7. Petitioner must contact Weber/Morgan Health Department to secure a Mass Gathering Permit, if required. (500 people or more)
8. Please put garbage in dumpsters, not the black garbage cans. Thank you!
9. Huntsville Town, its employees, or agents, will not be held liable for any injury caused by a device or activity not provided by the Town.

**Welcome to our beautiful "Huntsville Town Park". We hope you enjoy your stay with us. May we remind you of the things we need from you to keep our park and facilities operating and beautiful. Doing your part will make it possible for everyone to enjoy our park for years to come.**

## PARK POLICIES

**\*\*\*NO SMOKING ALLOWED    \*\*\*NO DOGS ALLOWED\*\*\***

1. **Huntsville Town, its employees or agents will not be held responsible for any injury or liabilities** which may occur during the use of the park or on the premises.
2. **Pick up** all bottles, cans, paper, dog debris, etc. **Empty** all garbage cans into the dumpsters by the pavilions, not the smaller black cans. Please check bathrooms.
3. **Remove** table covers, tape, and any cooking oil or grease from tables and floor. (Please no nails or staples on tables)
4. **No Alcoholic Beverages** including beer or liquor, in or around the park.
5. **NO LOUD MUSIC**: That includes live bands and loudspeakers. (Unless approved by the Town Council)
6. A reservation **DOES NOT include exclusive** use of all the facilities in the Park. Amenities at the park include: tennis courts, ball diamonds, horseshoe pits, sand volleyball area, basket ball courts, soccer field, and children's playground area. You will need to bring your own equipment.
7. **ABSOLUTELY NO VEHICLES, horses or golfing** is allowed on or in the park.
8. **NO DOGS ALLOWED!!**
9. No camping or staying overnight in the park.
10. **When your reservation time has ended, please leave the area immediately,** as other groups may have the pavilion reserved after you.
11. **Park closes at 10:00 p.m.**
12. **NO SMOKING is allowed.**
13. Keep this receipt in your possession while at the bowery. It is your proof of reservation.
14. If you cancel your reservation two weeks prior to your reservation, OR LESS, no money will be reimbursed.
15. Huntsville Town, its employees, or agents, will not be held liable for any injury caused by a device or activity not provided by the Town.

**I HAVE READ AND UNDERSTAND MY OBLIGATIONS. I WILL BE RESPONSIBLE TO MAKE CERTAIN THE BOWERY AND SURROUNDING AREAS ARE LEFT NEAT CLEAN AND ORDERLY WITH TRASH FROM CANS PUT INTO DUMPSTERS.**

TODAY'S DATE \_\_\_\_\_

\_\_\_\_\_  
(Signature of person making reservation)