

Village of Boyceville
Park Rental Application
Pafko Park - 620 Railroad Avenue / Freedom Park – 713 Airport Camp Road

Event Information

Event Date: _____ Start Time: _____ AM/PM End Time: _____ AM/PM
 Organization: _____ Contact Person: _____
 Email: _____ Phone: _____
 Mailing Address: _____
 City: _____ State: _____ Zip: _____
 Type of Event: _____ Park: Pafko Park / Freedom Park

Rental Request

<input type="checkbox"/> Pavilion/Storm Shelter	Daily Fees: \$5	# of Days: _____	Total: _____
<input type="checkbox"/> Ballfield	Daily Fees: \$25	# of Days: _____	Deposit: \$50 Total: _____
<input type="checkbox"/> Scoreboard	Daily Fees: Included with Ballfield		Deposit: \$300 Total: _____
<input type="checkbox"/> Concession Stand	Daily Fees: \$25 (included with ballfield rental)	# of Days: _____	Deposit: \$25 Total: _____

*Fees may be waived for government and non-profits using the park. No revenue may be generated at the park.

Total Amount Due: _____

Submit your payment in the form of two checks payable to the Village of Boyceville (deposit check + rental fee check). Reservation is not guaranteed until this form is submitted with payment of all fees and are accepted by Village staff.

There will be no refunds for rental cancelations with less than thirty (30) days' notice to Village staff.

Facility Rules & Instructions

Contact the Community Education Director (715-643-3647 Ext:240) to schedule your event.

1. If you intend to sell alcohol, you must obtain a picnic license from Village Hall and have a licensed operator present at all times during sales. You must provide a signed copy of this agreement to obtain your license.
2. You are responsible for cleaning the grounds you use. Garbage shall be disposed of by a vendor of your contracting to provide a dumpster or other services.
3. If rent the concession stand, you must clean is. Cleaning supplies will be provided by the Village.
4. Village will provide a rake/drag for the field. You must provide your own tractor to use it.
5. You may arrange for obtaining the needed keys to the facility from Public Works (715-643-2678 during business hours). You may contact them after hours for emergencies (715-702-2593).
6. Deposit will be returned if building is left in satisfactory condition after inspection by staff.
7. Make sure lights are turned off (including the bathroom) and doors are locked when you leave.
8. Violations of the rules may result in additional charges and or prohibitions on future use of any village facility.
9. All visitors must obey park rules and instructions given by Village staff.

I as the above listed renter understand that by my rental of any part of the Pafko Park/Freedom Park, I assume full legal and financial responsibility toward any loss or damage to building structure, equipment, facilities therein incurred during the term of this rental contract; and further, I absolve the Village of Boyceville of any legal or financial responsibility for any accidents, losses, or damages of any kind that occur on the property during my rental.

 Signature Date

If you have any questions, please call Community Education at 715-643-3647 Ext:240 or Village Hall at 715-643-2351.

Please return this form and fees to:

Boyceville Community Education, Attn: Alesha Kersten, 1003 Tiffany St., Boyceville, WI, 54725
 Or by email to: aleshak@boyceville.k12.wi.us

For office use only

Payment Received _____ Rental Calendar _____ Public Works _____ Village Hall _____