

## Peninsula Township Special Event Application

*Please fill this application out completely, read the attached documents, and sign and date at the bottom.*

1. Applicant: Name \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone Number(s) \_\_\_\_\_  
Email address \_\_\_\_\_

2. Date of Your Event \_\_\_\_\_

3. Type of Event \_\_\_\_\_

4. Number of People You Are Expecting \_\_\_\_\_

5. Park You are Requesting to Use \_\_\_\_\_

6. Will you be bringing in tables, chairs, etc? yes / no

7. Please Describe any Other Details of Your Event :

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. Read the attached information specific to the Park that you are requesting to use and the attached *Peninsula Township Park Regulation Ordinance No. 5.*

*I have read Ordinance No. 5 and the specific regulations regarding Bowers Harbor Park / Mission Point Lighthouse Park (circle one) and agree to the terms therein.*

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Contact Phone

<b><u>For Peninsula Township Official Only</u></b>	
Next Park Commission Meeting _____	
Approved / Denied (with reason)	
_____	
_____	
_____ Chairman- Park Commission	_____ Date

## **Regulations specific to Bowers Harbor Park**

All requests for special events with attendance over 50 persons require completion and submission of the Peninsula Township Special Event Application. The decision of the Park Commission is final. Please be mindful of the timeframe necessary; Park Commission meetings are held once a month.

The Peninsula Township Parks Commission shall have the authority to impose additional regulations if it deems necessary to maintain the health, safety and welfare of those persons using the park facilities, as well as for protection of the parks themselves.

To avoid conflict between events, no more than one Special Event Per day will be permitted.

Events must end by 9 p.m. and the property must be restored to its original condition.

Parking is limited and all members and guests of the event must park in designated areas.

Bathroom facilities include two DNR outside restroom facilities.

As all township parks are open to the public and quite busy during the summer months, it is rather likely that park visitors will be in the background of your event.

Pavilions can be reserved by completing a Pavilion Reservation Request Form and submitting the appropriate fee. Electricity and a grill are provided at each pavilion and available for event use. Contact the Township offices for available dates.

Alterations to the buildings or grounds are not allowed.

Damages to Peninsula Township property are the responsibility of the applicant(s).

Liability: Peninsula Township is not responsible for accident, injury, loss of personal items or property damage during approved events. All Special Event applicants must carry liability insurance and provide Peninsula Township with a Certificate of Insurance.