

City of Central  
Box 247  
Central City, CO 80427  
303-528-5251 x402  
303-582-5210 (fax)

**CITY PARK PERMIT APPLICATION**

Organization: \_\_\_\_\_ **Date of Event** \_\_\_\_\_

Time Frame: \_\_\_\_\_ Event Manager \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Day Phone#: \_\_\_\_\_ Cell#: \_\_\_\_\_

For use of William C. Russell , Jr. Park

**Number of people expected at the event** \_\_\_\_\_

Briefly describe your event: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Will there be music? YES \_\_\_\_\_ NO \_\_\_\_\_ Live \_\_\_\_\_ Amplified \_\_\_\_\_  
Will you erect a tent? YES \_\_\_\_\_ NO \_\_\_\_\_ How many people are expected? \_\_\_\_\_

- Alcohol may **not** be served on premises without permit, and glass is not permitted at the park.
- Events must bring their own trash bags and cleaning supplies. Each organization is responsible for cleanup.
- Landscape or facility damage will be billed to event organizer at replacement cost PLUS 15%

**CLEAN-UP CHECK LIST**

**Park Restrooms**  
\_\_\_\_\_ Empty Trash      \_\_\_\_\_ Clean Toilet Area

**Park Area**  
\_\_\_\_\_ Pick Up All Trash      \_\_\_\_\_ Empty Trash Containers  
\_\_\_\_\_ Haul Trash Away

**PLEASE READ AND SIGN BOX ON THE OTHER SIDE**

I have read and fully understand all information on the use of the Park. As designated individual or representative of the organization or group listed below, I state that this organization or group will not hold the City of Central, the Public Works Department, or City Council, or any City personnel responsible for any accident or injury which may occur during use of William C. Russell Jr. Park. I further understand that the Clean-up Checklist must be adhered to.

Organization: \_\_\_\_\_

Event Manager's Signature: \_\_\_\_\_

William C. Russell Park: \_\_\_\_\_ Event Date: \_\_\_\_\_

Person In charge of clean -up: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Office Use Only

Special Event Approved by:

**All Paperwork Received and Checked by City Clerk**

City Clerk \_\_\_\_\_

Reba Bechtel

\_\_\_\_\_

Date

Public Works Director \_\_\_\_\_

Sam Hoover

\_\_\_\_\_

Date