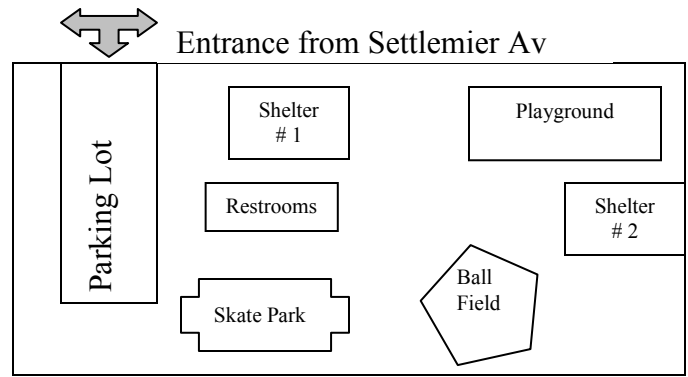


**Settlemier Park** – 400 S. Settlemier Av

Open 7:00 a.m. – 10:00 p.m.

One of the most visited parks in Woodburn offers two picnic rental shelters. Each open-air picnic shelter has 4 tables and a garbage receptacle.

Settlemier Park also offers a children’s play structure, skatepark, softball field, restroom facilities and Woodburn’s Aquatic Center is walking distance away.

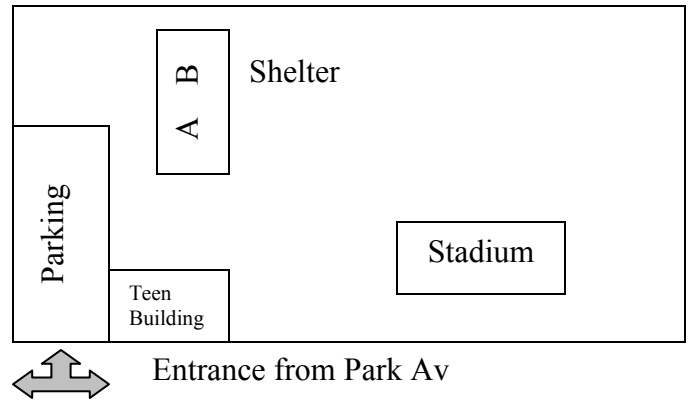


**Legion Park** – 1385 Park Av

Open 7:00 a.m. – 10 p.m.

This park has one doubled ended open-air picnic shelter designed for 2 small groups, or one large group. Each end of the shelter has 4 picnic tables and a garbage receptacle.

Legion Park has a soccer and football sports field, stadium, restroom facilities and lots of grass and shade. This is a great place for families to gather on a hot summer day.

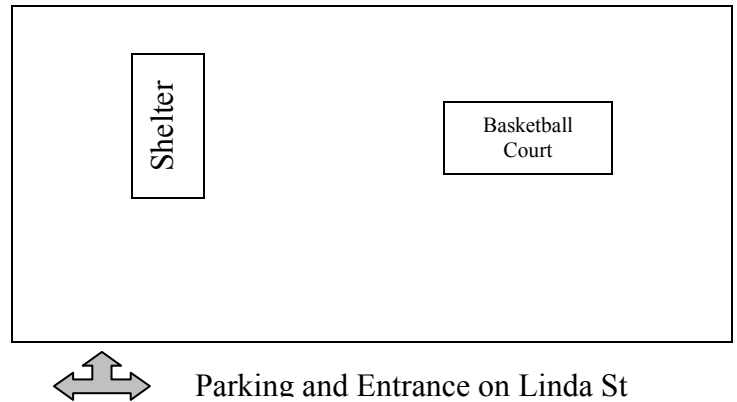


**Burlingham Park** – 3350 Linda St

Open 7:00 a.m. – 10:00 p.m.

This park has one picnic rental shelter.

This park has a basketball court and play structure.



**Rental Fees**

Listed below you will find what picnic shelters are offered and their fees. It is our hope you will enjoy your community parks. **Fees do not include use of sports field(s).**

	<u>Private</u>	<u>Commercial</u>
Legion Park Picnic Shelter	\$35.00	\$55.00
Settlemier Park Picnic Shelter	\$35.00	\$55.00
Burlingham Park Picnic Shelter	\$25.00	\$25.00
Downtown Plaza	\$300.00	\$400.00
Any Entire Park	\$300.00	\$400.00



## Park Shelter Rental Permit Application

Rental Date(s): \_\_\_\_\_ Rental Time: \_\_\_\_\_ Approx # in Attendance \_\_\_\_\_

Intended Use: \_\_\_\_\_

Applicant #1: \_\_\_\_\_ Applicant #2: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Drivers License # \_\_\_\_\_ Phone: \_\_\_\_\_ Drivers License # \_\_\_\_\_

**Park Rentals** (please check the facility you would like to rent):

- |   |  |  |                                       |   |
|---|--|--|---------------------------------------|---|
| <input type="checkbox"/> Legion Shelter A | <input type="checkbox"/> Settlemier Shelter #1 | <input type="checkbox"/> Burlingham Park | <input type="checkbox"/> Library Park | <input type="checkbox"/> Downtown Plaza |
| <input type="checkbox"/> Legion Shelter B | <input type="checkbox"/> Settlemier Shelter #2 |  |                                       |   |
| <input type="checkbox"/> Sports Field     | <input type="checkbox"/> Gazebo                |  |                                       |   |
| <input type="checkbox"/> Entire Park      | <input type="checkbox"/> Entire Park           |  |                                       |   |

**Special Requests**

Groups wishing to bring special items such as canopy tents, barbeque unit, rental equipment, catering facilities or P.A. system etc. must request authorization when reserving a site.  Yes, I would like to request authorization for:

\_\_\_\_\_

**Vehicle Parking**

Vehicle Parking is allowed in designated parking areas only. Vehicles are not allowed on the grass or sidewalks.

**Park Shelter Rules**

- Rental of a park shelter does not include exclusive use of park facilities.
- Park closes at dusk.
- All waste and trash must be deposited in refuse barrels.
- Alcohol is not allowed in any of the City parks.
- If your shelter is being used by another group, show them your permit and explain that you have rented the space. If they refuse to leave, please call non-emergency police dispatch at 503-982-2340 for assistance.
- The City of Woodburn reserves the right to deny or revoke a permit if it is in the best interest of the City facilities or park users.

All persons for whom a Park Shelter Rental Permit Application is approved agree to waive, release, acquit, and forever hold harmless the City of Woodburn, its officers, agents and employees from any and all suites, claims, demands or assertions of liability whatsoever for personal injuries, property damage, injury to incorporeal interests, or other like damages occasioned by, arising from, or otherwise connected with the use of the facility herein described; and do hereby covenant that no action by law, or suit in equity, shall ever be brought against the City of Woodburn, its officers, agents or employees on account of any manner here above set forth. I agree to comply with all rules, regulations, policies and fee schedules as set forth by the City of Woodburn. I further attest that I am 18 years of age or older and will be personally responsible for repair or damage to equipment, the facilities, grounds or for replacement of stolen equipment.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_ Approved By \_\_\_\_\_ Date \_\_\_\_\_

- Application Approved
- Application Approved Subject to Conditions (description of conditions attached)
- Application Denied (grounds for denial attached)

Distribution: (1) Applicant (2) File (3) Maintenance (4) Woodburn Police Department

<b>OFFICE USE ONLY</b>		
Application Fee: _____	Rental Fee: _____	Total Due: _____
<b>Payment Type:</b>		
Check # _____	Cash _____	Processed Date _____