



**Eureka Parks and Recreation Department**  
**#1 Coffey Park Lane, Eureka, MO 63025**  
**Phone: 636-938-6775 Fax: 636-938-5150**  
**Email: [amoores@eureka.mo.us](mailto:amoores@eureka.mo.us)**



**2019 Park Pavilion Reservation Application**

**RESERVATION DATE:** \_\_\_\_\_

**NAME** \_\_\_\_\_

**PAVILION:** BERRY \*COFFEY (fees change during pool season)  
 (Circle one) DREWEL KIRCHER #1 (small)  
 KIRCHER #2 (large) LEGION  
 LIONS WEST FRISCO GAZEBO  
 (\*rentable at the Timbers during pool season)

**ADDRESS** \_\_\_\_\_

**CITY, STATE, ZIP CODE** \_\_\_\_\_

**APPROXIMATE SIZE OF GROUP:** \_\_\_\_\_

**ARRIVE:** \_\_\_\_\_ **DEPART:** \_\_\_\_\_

**PHONE HOME/CELL (circle)** \_\_\_\_\_

**FUNCTION and/or ORGANIZATION:** \_\_\_\_\_

**EMAIL ADDRESS** \_\_\_\_\_

**RESIDENT RESERVATION FEE: \$25.00 NON-RESIDENT RESERVATION FEE: \$50.00**  
 Cash, Check (made payable to the City of Eureka) or Credit Cards are accepted as payment.

Welcome to the City of Eureka Parks. We hope you enjoy your visit with us, and we encourage you to make use of the facilities available in this park and our other City Parks. As the individual obtaining this reservation, you are responsible for the conduct of your group. This reservation is non-transferable. Please bring it with you to the Park. Please read all of the following park rules and pavilion regulations and sign on the line indicated to ensure your compliance.

1. Parks open at dawn (except Kircher Park which opens at 7:00 a.m.). Gates close at dusk (except West Frisco which closes at 2 a.m.).
2. Fires are only allowed in barbecue pits.
3. All trash, rubbish and debris must be placed in proper containers.
4. All pets must be on a leash. Pet owners are required to dispose of all waste created by their pets.
5. Horses shall be allowed only within Kircher Park, subject to conditions imposed by the Board of Aldermen in connection with any such activity which may be granted. Horse trailers shall not be allowed in any City park.
6. The erection of any structure (tents, booths, posts, etc.) is prohibited unless special permission has been granted and a written permit is posted.
7. It shall be unlawful for any person to use or possess a beverage bottle or container made of glass, in whole or in part, within the City-owned and operated parks. Legible signs shall be posted at each entrance to such City parks, stating all glass beverage bottles or containers are prohibited within the park grounds and reciting that violators shall be subjected to penalties.
8. Bands, DJs, inflatables and amusement rides are prohibited unless prior approval has been granted.
9. Amplified sound that can be heard from a distance greater than fifty (50) feet is prohibited.
10. Rollerblading, roller-skating, skateboarding, hockey, bicycling, the use of go-carts or scooters and any other activity which could deface or be destructive to the surface materials or any other component of recreational facilities are not permitted under the pavilions, on tennis courts, or near/on playground equipment.
11. Golfing is not allowed in any area of the parks.
12. Motor vehicles are prohibited from all grassy areas and areas posted for pedestrian/bike use unless prior approval has been granted.
13. Pavilions are available for reservation, and any group using a pavilion without a permit must vacate the pavilion if a group that has been permitted arrives.
14. No for-profit business or retail activity will be allowed unless prior approval has been permitted.
15. Registered 501(c)(3), not-for-profit charitable organizations are allowed to conduct fundraising events. All other groups requesting to conduct a fundraising event must receive prior approval from the Board of Aldermen and will be considered on a case by case basis.
16. A \$25.00 reservation fee will apply to all resident not-for-profit organizations and individuals and a \$50.00 reservation fee will apply to all non-resident not-for-profit organizations and individuals that reserve a pavilion.
17. No more than four (4) weekend (Friday-Sunday) days per calendar year may be reserved by any one organization or individual, unless approved by the Board of Aldermen.
18. Cancellation of the rental agreement must be submitted no less than two weeks prior to rental date; otherwise, the rental fee will be forfeited.
19. No dual rear wheeled vehicles shall be allowed within Berry Park.
20. Commercial vehicles are prohibited at all times from parking in "West Frisco Park" at 14 West Frisco Avenue.
21. Persons violating the provisions of this section shall be punished by a fine not exceeding five hundred dollars (\$500.00) or imprisonment for a period not exceeding six (6) months or by both such fine and imprisonment.

**Please initial that you read the rules:** \_\_\_\_\_

**EUREKA PARKS AND RECREATION DEPARTMENT**  
**HOLD HARMLESS AGREEMENT**  
**PARK PAVILION PERMIT APPLICATION**

Park permit applicant, \_\_\_\_\_ shall protect, indemnify  
(your name)  
and hold harmless the City of Eureka from any loss, damage, liability and expense for all  
injuries to persons or damage to property directly or indirectly arising from the use of  
\_\_\_\_\_ park on the date(s) specified, as listed on the official park permit.  
(park name)

If the park permit applicant represents a business or organization with insurance, said applicant and business or organization agrees to file a certificate of insurance with the City of Eureka naming the City of Eureka as insured during the period of use listed on the park permit.

Park permit applicant shall hold the City of Eureka harmless from and shall answer and defend any action instituted against the City of Eureka for any loss, damage or injury sustained by any person or property arising from use of \_\_\_\_\_  
(park name)  
park on the date(s) specified on the official park permit.

**Please be aware; there are no open water spickets and electricity at each pavilion is limited.**  
**\*Coffey Park pavilion must be rented through the rental staff at The Timbers of Eureka during pool season.**

**NAME** \_\_\_\_\_

**SIGNATURE** \_\_\_\_\_  
(Be sure to read the rules on front of page before signing)

**DATE** \_\_\_\_\_

**Pavilion rentals are first come-first served. Rentals can be made during normal business hours at the Timbers of Eureka front desk. Please make checks payable to the City of Eureka. Payments in the form of a check may be mailed to the Eureka Parks and Recreation Department, #1 Coffey Park Lane, Eureka, MO 63025.**

**Cash, check or credit card payments may be received at the Timbers of Eureka - #1 Coffey Park Lane, Eureka, MO 63025, during normal business hours.**

**Staff use only:**

Staff: \_\_\_\_\_ Permit #: \_\_\_\_\_ Date: \_\_\_\_\_

Fee: \$ \_\_\_\_\_ Cash Check CC

(revised 9-25-18)