

**TOWN OF DALLAS
PARKS AND RECREATION
APPLICATION FOR USE OF TOWN FACILITY**

**This application governed by & and consistent with Parks & Recreation Fees and Policies
All Fees must be paid in advance to secure assured, priority use.**

Individual Applicant: _____

Organization (if any) Represented: _____

Names of All Participants: _____

Is Applicant a Town of Dallas Resident? YES _____ NO _____

Are at least 80% of All Participants Town of Dallas Residents? YES _____ NO _____

Applicant Address: _____

Phone # _____ **Alternate Phone #** _____

Alternate Contact: (Name) _____ **; Address:** _____

Phone # _____

Requested Date & Time of Use: _____

Facility/Park/Field/Building Requested for Use: _____

Activity/Nature of Use: _____

Total Anticipated # of Users/Participants Expected: _____

Total Anticipated # of Spectators Expected: _____

ALL Known & Permitted Users MUST SIGN "Release of Liability Form". Any "For-Profit" Use REQUIRES Proof of Insurance Certificate.

Office Use Only:

Date Received: _____

In-Town _____ **Non-Town** _____ **Not-For-Profit** _____ **For-Profit** _____

Fees Due And Paid:

\$ _____

TOTAL: \$

Receipt # _____ **Check#** _____ **Cash** _____

Application Received By: _____

Release of Liability Forms Signed: _____

For-Profit Insurance Certificate Provided: (\$500,000 Min. Limits) _____

Special Notes: _____
