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CITY OF PORT NECHES
PAVILION RESERVATION APPLICATION

All reservations must be approved by the City Manager or his designee. Before completing the application below, please read through the attached City Park Rules to ensure that your reservations will not conflict the rules that have been set forth by the City Council.

APPLICANT'S INFORMATION

Group/Sponsor: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

Alternate Number: \_\_\_\_\_

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

RESERVATION INFORMATION

Date of the event: \_\_\_\_\_

Type of event: \_\_\_\_\_

Time frame for event: \_\_\_\_\_

\*\*Please include enough time for set up and clean up in your requested time frame\*\*

Estimated No. of people: \_\_\_\_\_

Does the Applicant need electricity to be provided? [ ] Yes [ ] No

Other event details: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

OFFICE USE ONLY

CITY SECRETARY APPROVAL FOR DATE AVAILABILITY:

City Secretary

Date Approved

PUBLIC WORKS DIRECTOR APPROVAL:

Public Works Director

Date Approved

NOTES/COMMENTS:

Dissemination: [ ] City Secretary (original) [ ] Public Works [ ] Parks Department Supervisor [ ] WTP

**CITY OF PORT NECHES  
CITY PARK RULES**

- No alcohol.
- No fire unless used for cooking in a pit, grill, or other container manufactured for cooking with open flames. No cooking under the pavilion.
- No swimming, wadding, or otherwise entering into or upon any body of water.
- No swimming within the two boat slips.
- No dogs, or other domesticated animals, without a leash.
- Do not abandon any animal.
- Do not interfere with, disrupt, or prevent the orderly conduct of any City sponsored, hosted, or approved community event or program.
- Follow all park signs.
- No glass containers.
- No bicycles, skateboards, skates, rollerblades, or motor vehicles within pavilion, tennis court, or other structures located in the City parks.
- No vandalizing City property/structures.
- No cutting trees, shrubs, plants, grass or turf.
- No polluting water.
- Speed limit is 10 miles per hour.
- Parking in designated areas only.
- No double parking.
- No operating motorized vehicles on any area outside a paved road or parking area.
- Abusive language and unruly behavior will be cause for ejection from the park.