

**CITY OF COLONA
PARK PAVILION
RESERVATION POLICY**

The purpose of the reservation policy is to assure the user the exclusive use of the pavilion at their designated time. Reservations are **not** required to use the facility but they will assure the exclusive use of the pavilion when the reservation fee is paid. Special events as defined in the City Code Section 7-3-2 as Use by Organized Groups will have to be approved by the City Council and any Special Event fee amount will be determined upon granting permission.

Help keep our parks clean. Police the area to make sure items are not left behind; clean our trash and place in containers before you leave. The City is not responsible for any belongings left in the parks.

City ordinances shall be followed. Reservationists will assume the responsibility that all members in attendance at the function will abide by the City of Colona rules and regulations regarding park use. Sorry no alcohol. Parks close at 10:00 p.m.

Advance registrations will be taken starting January 15th of the current calendar year.

Fee must be paid at time the reservation is made. The fee is nonrefundable.

FEE SCHEDULE: Two sessions: Session 1 – 7:00 a.m. - 4:00 p.m. - \$15.00
Session 2 – 4:00 p.m. - 10:00 p.m. - \$15.00
All Day - \$30.00

You are responsible for any damage that may occur to the pavilion or surrounding area while in use by your group.

Pavilions are located on the Hennepin Canal.

Near 302 5th Ave. (1st from Hwy.84)- Hennepin Canal – Veteran’s Memorial Pavilion

Near 302 5th Ave. (2nd from Hwy. 84) - Hennepin Canal – Leftwich Pavilion

600 N Hennepin Canal Drive -Ty Massey (formerly Twin Rivers Memorial Park)

Applicant Information

Name of applicant _____ Reservation Date _____
Address of applicant _____ Phone# _____
Emergency Contact Name/Phone *other than applicant* _____
Fee _____

City Official/Date

Applicant Signature/Date