

**CITY OF MORRIS APPLICATION FOR PARK SHELTER RESERVATION  
NON-RESIDENT \$ 50.00 (OUTSIDE the City Limits of Morris)**

NAME OF APPLICANT \_\_\_\_\_

ADDRESS OF APPLICANT \_\_\_\_\_

HOME PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_

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

RESERVATION MADE FOR \_\_\_\_\_ DATE OF EVENT \_\_\_\_\_  
(ORGANIZATION, COMPANY, FAMILY, ETC.)

**CIRCLE THE SHELTER YOU WANT TO RESERVE:**

- |                       |                             |
|-----------------------|-----------------------------|
| A. CHAPIN PARK        | B. GOODWILL PARK            |
| C. GOOLD PARK (LOWER) | D. GOOLD PARK WEST (UPPER)  |
| E. LIONS PARK         | F. WEST SIDE PARK – (MAIN)  |
|                       | G. WEST SIDE PARK – (SMALL) |

**STARTING & ENDING TIME OF RESERVATION:**  
*(PARK HOURS ARE 6:00 A.M. TO 10:00 P.M. YOU MAY RESERVE FOR ANY TIME DURING PARK HOURS)*

STARTING \_\_\_\_\_ ENDING \_\_\_\_\_

APPROXIMATE NUMBER OF PERSONS WHO WILL ATTEND: \_\_\_\_\_

I state that everything in this application is true and this reservation is for myself and no other party. I release the City, its employees and agents and all others from any and all liabilities including those which arise from negligence. I understand no alcohol is permitted in city parks. I have also received a copy of the park rules.

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_

***I AM AWARE A \$50 CLEAN-UP FEE WILL BE CHARGED IF PARK IS NOT LEFT IN IT'S ORIGINAL CONDITION AND A \$100 DEPOSIT WILL BE REQUIRED FOR ALL FUTURE RESERVATIONS. I FURTHER AGREE THAT IF PARK IS LEFT IN AN UNORDERLY CONDITION A SECOND TIME, ALL FUTURE RESERVATION REQUESTS WILL BE DENIED.*** \_\_\_\_\_ (PLEASE INITIAL)

for office use only:

APPROVED  DISAPPROVED  ADDRESS VERIFICATION \_\_\_\_\_

DATE \_\_\_\_\_ CITY OFFICIAL SIGNATURE \_\_\_\_\_

**PARK RESERVATION -NON-RESIDENT**

**RECEIPT**

**CITY OF MORRIS**

NAME \_\_\_\_\_

TODAY'S DATE \_\_\_\_\_

PD CASH \$ \_\_\_\_\_ or CHECK \$ \_\_\_\_\_ # \_\_\_\_\_

PARK RESERVED \_\_\_\_\_

DATE OF RESERVATION \_\_\_\_\_

TIME OF RESERVATION \_\_\_\_\_

A reservation notice, with your name, will be posted in the pavillion on the day of your event. If a problem arises, you can contact the Morris Police Department's Non-Emergency number: 815-942-2131. The Police Department receive a copy of all reservations.

**PARK RESERVATION RULES**

**A \$50.00 FEE MUST ACCOMPANY APPLICATION, PAYABLE TO CITY OF MORRIS. (NON-REFUNDABLE)**

**LIMITED TO GROUPS OF 25 OR MORE PERSONS**

**APPLICATIONS WILL BE RECEIVED THE FIRST MONDAY IN APRIL THROUGH THE FIRST MONDAY IN OCTOBER FOR RESERVATIONS MAY 1<sup>ST</sup> THROUGH OCTOBER 15<sup>TH</sup>.**

**ONE (1) RESERVATION IN A 30 DAY PERIOD ALLOWED BY THE SAME PERSON, FAMILY OR GROUP**

**CITY PARK HOURS ARE 6:00 A.M. TO 10:00 P.M. DAILY NO ALCOHOL IS PERMITTED IN CITY PARKS**

**\*\*\*\*A \$50 CLEAN-UP FEE WILL BE CHARGED IF PARK IS NOT LEFT IN IT'S ORIGINAL CONDITION AND A \$100 DEPOSIT WILL BE REQUIRED FOR ALL FUTURE RESERVATIONS. FURTHER, IF PARK IS LEFT IN AN UNORDERLY CONDITION A 2<sup>ND</sup> TIME, ALL FUTURE RESERVATION REQUESTS WILL BE DENIED.**

**CHAPIN PARK – 222 W. CHAPIN STREET**

**5 TABLES, GRILL, ELECTRICITY & WATER AVAILABLE**

**GOODWILL PARK – 700 N. CHAPIN STREET**

**2 TABLES, 2 GRILLS**

**GOOLD PARK (LOWER) – ACROSS FROM MORRIS POOL, 308 NORTHERN AVENUE**

**10 TABLES, PREP TABLE, GRILL, ELECTRICITY & WATER AVAILABLE**

**GOOLD PARK (UPPER) – ACROSS FROM 1000 UNION STREET**

**10 TABLES, PREP TABLE, GRILL, ELECTRICITY & WATER AVAILABLE**

**LIONS PARK – 598 MICHAEL DRIVE**

**10 TABLES, PREP TABLE, GRILL, ELECTRICITY & WATER AVAILABLE**

**WEST SIDE PARK - MAIN – 2050 DUPONT AVENUE**

**10 TABLES, PREP TABLE, GRILL, ELECTRICITY & WATER AVAILABLE**

**WEST SIDE PARK – SMALL – 2050 DUPONT AVENUE**

**2 TABLES, 2 GRILLS, BEAN BAGS**