

**MAUSTON BOARD OF PARK COMMISSIONERS - PARK RESERVATION FORM**  
**MUST CALL CITY HALL AT 608-847-6676 TO MAKE SURE PARKS ARE AVAILABLE**

<b>Event Date</b> May 10-Oct 25 Sat	<b># People Expected</b> 100	<b>Group/Org. Name</b> The Market
<b>Event Name or Description</b>		
<b>Rep/Contact Person</b>	Angie Cain	<b>Daytime Phone #:</b> 414-216-1774
<b>Address</b> 204 Kittelson Elroy, WI 53929		
Will alcoholic beverages be available at event?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Will alcoholic beverages be sold at event? (Additional State and Local Permitting Processes Apply)		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
(If 'yes' for either question, a copy of this application will be forwarded to the Mauston Police Dept)		

– Reservations cannot be guaranteed until fee is paid

Park Name	Seating Available	Hours of Reservation 8am-10pm
Riverside Park – West Shelter	60	8 AM / PM to 2 AM / PM
Riverside Park – Band Shelter	90	AM / PM to AM / PM
Riverside Park-Gazebo	10	AM/PM to AM/PM
Lions Park Vine Street Shelter <input type="checkbox"/> Concession Area <i>Pickup keys at City Hall M-F, 8-4:30</i>	64	AM / PM to AM / PM
Lions Park Grayside Ave Shelter <input type="checkbox"/> Concession Area <i>Pickup keys at City Hall M-F, 8-4:30</i>	84	AM / PM to AM / PM
Marachowsky's Park	64	AM / PM to AM / PM
Jones Park	40	AM / PM to AM / PM
Mile Bluff Park (Kiwanis)	40	AM / PM to AM / PM
Murphy's Park	60	AM / PM to AM / PM
Softball Fields @ Veterans' Memorial Park */ Shelter	<u>Not</u> Concession stand♦	AM / PM to AM / PM

\* For Veterans Memorial Park Fair facility use contact [jcairs.park@gmail.com](mailto:jcairs.park@gmail.com)

♦ For concession stand use contact Cindy Pfaff 608-547-6144 [cpfaffers@gmail.com](mailto:cpfaffers@gmail.com) Randy Marschall 608-847-6240 [marschall@frontier.com](mailto:marschall@frontier.com)

♦ Please call 608-847-6676 if shelter isn't in good condition prior to event

**Park Rules**

1. Park Hours 8:00am to 10:00pm (unless prior permission granted)
2. No Glass Containers or Bottles
3. No Motor Vehicles in Park
4. After Application is Approved and Fee is paid  
"Reserved" Signs will be Posted on the Day of Event
5. Any Damage to Park will be Charged to Authorized Party
6. City is Not Responsible for Lost or Stolen Articles
7. Any City Official May Enter Premises for official business
8. Parks Must Be Cleaned After Use
9. No Unlawful Conduct

**Park Board Review (if Applicable) –**

Park Board review and approval maybe required for atypical events or requests.

These events may be subject to the \$400 security deposit & \$100 Special Event fee.  
 Upon acceptable post-event inspection, up to \$400 will be refunded.

<b>*Fees</b> (per Resolution 2016-16)	
Shelter – City Resident	\$50 _____
Shelter – Non-City Resident	\$75 _____
Concession (Vine/Grayside)	\$25 _____
Special Event Fee	\$100 _____
Special Event Sec. Dep.	\$400 _____
Veterans Memorial Ball Fields	
practice (per season)	\$50 _____
games (per day) # _____ days	x \$50 _____
lights (per night) # _____ nights	x \$25 _____
<b>Total paid</b> _____	<b>Receipt #</b> _____
<b>Date Paid</b> _____	
Cancellation policy- 48 hours prior for full refund	

The Park Board meets the first week of each month. Applications should be submitted at least one week prior to meeting to allow adequate time for the Board to do review.

I understand the rules as set forth above and agree to abide by these rules.

_____ Signature of Applicant	Angie Cain Printed Name	9/24/2024 Date
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_____ Approved By	_____ Date
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\* City of Mauston non-profits fees are waived.

**\*\*Please type or print legibly\*\***

Revised: 07/13/21