



City of Watertown Parks, Recreation, & Forestry Department  
514 South First Street, Watertown, WI 53094, 920-262-8080

# Park Reservation Form

Event: ☐ Private ☒ Public (Pending Approval) AMERICAN LEGION POST 189  
Type of Event: ☐ Birthday ☐ Graduation ☐ Reunion ☐ Wedding ☒ Other: JULY 4th CELEBRATION  
Description of Event: JULY 4th CELEBRATION AT RIVERSIDE PARK WITH MUSICAL ENTERTAINMENT  
BOTH DAYS AND FIREWORKS ON JULY 3RD WITH RAINDATE OF JULY 4th.  
Date of Event: JULY 3 & 4 Number of people: 150+ Time: ALL DAY to 11PM  
Alcohol: ☒ Served/Sold ☐ N/A Charging Admission: ☐ Yes ☒ No  
Name of Person in Charge: ROGER HERBERT Phone: 920-253-7373  
Address: 1502 UTAH ST City: WATERTOWN State: WI Zip: 53094  
Email: rog.san815@charter.net

Signing this permit you will be held responsible & liable for all park use rules and facilities rented (see back for rules).

Signature: Roger W. Herbert Date: 1/23/2023

Park Facilities Rental Fees (fees includes tax) (must call to reserve entire park)				
Shelter/Capacity	Resident Weekday	Non-Resident Weekday	Resident Weekend	Non-Resident Weekend
<u>Riverside (excluding Volleyball Shelter, Courts; diamonds)</u>	<u>\$300.00</u>	<u>\$450.00</u>	<u>\$450.00</u>	<u>\$675.00</u>
<u>Upper Pavilion, Legion, Celebration (200)</u>	<u>\$100.00</u>	<u>\$150.00</u>	<u>\$150.00</u>	<u>\$225.00</u>
<u>Lower Pavilion, Dance Floor (150)</u>	<u>\$100.00</u>	<u>\$150.00</u>	<u>\$150.00</u>	<u>\$225.00</u>
<u>Lower Pavilion, Dance Floor, Bandshell (150+)</u>	<u>\$150.00</u>	<u>\$225.00</u>	<u>\$225.00</u>	<u>\$337.50</u>
<u>River Shelter (36)</u>	<u>\$50.00</u>	<u>\$75.00</u>	<u>\$75.00</u>	<u>\$112.50</u>
<u>Island Shelter w/ Driving Permit (90)</u>	<u>\$50.00</u>	<u>\$75.00</u>	<u>\$75.00</u>	<u>\$112.50</u>
<u>Island Bandshell, Gazebo w/ Driving Permit (90)</u>	<u>\$60.00</u>	<u>\$90.00</u>	<u>\$90.00</u>	<u>\$135.00</u>
<u>Volleyball Shelter (36)</u>	<u>\$50.00</u>	<u>\$75.00</u>	<u>\$75.00</u>	<u>\$112.50</u>
<b>Clark Park</b>	<u>\$150.00</u>	<u>\$225.00</u>	<u>\$225.00</u>	<u>\$337.50</u>
<u>Clark Park - Shelter (Franklin St) (75)</u>	<u>\$50.00</u>	<u>\$75.00</u>	<u>\$75.00</u>	<u>\$112.50</u>
<u>Clark Park - Lion's Shelter (Clark St) (50)</u>	<u>\$50.00</u>	<u>\$75.00</u>	<u>\$75.00</u>	<u>\$112.50</u>
<b>Lincoln Park</b>	<u>\$100.00</u>	<u>\$150.00</u>	<u>\$150.00</u>	<u>\$225.00</u>
<u>Lincoln Park Shelter (25)</u>	<u>\$40.00</u>	<u>\$60.00</u>	<u>\$60.00</u>	<u>\$90.00</u>
<b>Union Park</b>	<u>\$100.00</u>	<u>\$150.00</u>	<u>\$150.00</u>	<u>\$225.00</u>
<u>Union Park Shelter (25)</u>	<u>\$40.00</u>	<u>\$60.00</u>	<u>\$60.00</u>	<u>\$90.00</u>
<b>Timothy Johnson Park</b>	<u>\$100.00</u>	<u>\$150.00</u>	<u>\$150.00</u>	<u>\$225.00</u>
<u>Timothy Johnson Park Shelter (25)</u>	<u>\$40.00</u>	<u>\$60.00</u>	<u>\$60.00</u>	<u>\$90.00</u>
<b>Brandenstein Park</b>	<u>\$100.00</u>	<u>\$150.00</u>	<u>\$150.00</u>	<u>\$225.00</u>
<u>Brandenstein Park Shelter (25)</u>	<u>\$40.00</u>	<u>\$60.00</u>	<u>\$60.00</u>	<u>\$90.00</u>
<b>Town Square (200) *Rentals are per hour*</b>	<u>\$40.00</u>	<u>\$60.00</u>	<u>\$60.00</u>	<u>\$90.00</u>
<b>Other:</b>	<u>\$40.00</u>	<u>\$60.00</u>	<u>\$60.00</u>	<u>\$90.00</u>

Additional Rentals		
Item	Quantity	Total
Picnic Tables (\$10.00 each)	<u>10</u>	<u>\$100</u>
Benches (\$3.00 each)		
Amplified Music (\$30)	<u>1</u>	<u>\$30</u>
Tent/Digger's Hotline (\$25)		
Driving Permit (Free)	<u>10</u>	

For Office Use Only: Orange boards

Park Rental Total: \$ 8600  
Additional Total: \$ 398  
Grand Total: \$ 998  
charge only \$500 for 2023

Paid by: ☐ Cash ☒ Check # #6838  
☐ Credit Card (attach receipt)

Office Initials: AD 1 row snow fence

Screens for UP - \$100

extra trash cans 12 x 3 = \$36

Entered on  
Computer

Entered on  
Computer

update



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# Park Reservation Application

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Date of Event: JULY 3 + 4 Number of people: 150 + Time: 10 AM to 11 PM

Alcohol: ☒ Served/Sold ☐ N/A Charging Admission: ☐ Yes ☒ No

Name of Person in Charge: ROGER HERBERT Phone: 920-253-7373

Address: 1502 UTAH ST City: WATERTOWN State: WI Zip: 53094

Email: rogan815@charter.net

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Signature: Roger W. Herbert Date: 11/27/2023

## Park Facilities Rental Fees (fees include tax) (must call to reserve entire park)

Shelter/Capacity	Resident Weekday	Non-Resident Weekday	Resident Weekend	Non-Resident Weekend
Riverside (excluding Volleyball Shelter, Courts & Diamonds)	<u>X 2</u> \$300.00	\$450.00	\$450.00	\$675.00
Upper Pavilion (90)	<u>X 2</u> \$50.00	\$75.00	\$75.00	\$112.50
Legion, Celebration (60)	<u>X 2</u> \$50.00	\$75.00	\$75.00	\$112.50
Lower Pavilion, Dance Floor (150)	\$100.00	\$150.00	\$150.00	\$225.00
Lower Pavilion, Dance Floor, Bandshell (150+)	\$150.00	\$225.00	\$225.00	\$337.50
<b>Director Approval Needed</b>				
River Shelter (36)	<u>X 2</u> \$50.00	\$75.00	\$75.00	\$112.50
Island Shelter w/ Driving Permit (90)	\$50.00	\$75.00	\$75.00	\$112.50
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<b>Brandenstein Park</b>	\$100.00	\$150.00	\$150.00	\$225.00
Brandenstein Park Shelter (25)	\$40.00	\$60.00	\$60.00	\$90.00
Other: _____	\$40.00	\$60.00	\$60.00	\$90.00

## Additional Rentals

Item	Quantity	Total
Picnic Tables (\$10.00 each)	<u>10</u>	<u>\$ 100</u>
Benches (\$4.00 each) <u>ORANGE BOARDS</u>	<u>2#</u>	<u>\$ 132</u>
Amplified Music Permit (\$30)	<u>1</u>	<u>\$ 30</u>
Tent/Digger's Hotline (\$25) <u>SCREENS FOR UP</u>		<u>\$ 100</u>
Driving Permit (Free) <u>EXTRA TRASH CANS</u>	<u>12</u>	<u>\$ 36</u>

ONE ROW SNOW FENCE

For Office Use Only:

Park Rental Total: \$ 300 From  
Additional Total: \$ 298 Eq.  
Grand Total: \$ 600 Sheet

Paid by: ☐ Cash ☐ Check # \_\_\_\_\_  
☐ Credit Card (attach receipt)

Office Initials: \_\_\_\_\_

\$500 added OK

Entered into RD

WAT  
NP