



CITY OF COCONUT CREEK

PARKS AND RECREATION DEPARTMENT

Community Center
 1100 Lyons Road
 Coconut Creek, FL 33063
 Phone: 954-545-6670
 Fax: 954-968-5303

Sabal Pines Park
 5005 NW 39 Avenue
 Coconut Creek, FL 33073
 Phone: 954-545-6600
 Fax: 954-418-7989

Recreation Complex
 4455 Sol Press Blvd.
 Coconut Creek, FL 33073
 Phone: 954-956-1580
 Fax: 954-574-1465

PAVILION RESERVATION

PERMITTEE INFORMATION	EVENT INFORMATION
<p>(Check One): <input type="checkbox"/> Resident** <input type="checkbox"/> Non-Resident **Residents must provide a photo I.D. and two (2) additional proofs of residency in order to qualify for discounted reservation rates.</p> <p>Name: _____</p> <p>Address: _____</p> <p>City, State, Zip: _____</p> <p>Phone: <input type="checkbox"/> Home <input type="checkbox"/> Cell _____</p> <p>Email: _____</p> <p>Would you like a Coco gram? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Pavilion Requested (Check One):</p> <p><input type="checkbox"/> Cypress Park: Pavilion # _____ (50) (Enter 1,2, or 4)</p> <p><input type="checkbox"/> Donaldson Park (25)</p> <p><input type="checkbox"/> Recreation Complex: Lyons Creek Park (25)</p> <p><input type="checkbox"/> Sabal Pines Park: Pine Pavilion (150)</p> <p><input type="checkbox"/> Winston Park (25)</p> <p>Date of Event: _____</p> <p>Begin Time: _____ End Time: _____</p> <p>Estimated Attendance (# of people): _____</p> <p>Event Type: _____</p> <p>Bounce House: <input type="checkbox"/> Yes <input type="checkbox"/> No **Approval Required**</p> <p>_____</p> <p style="text-align: center;">If yes: { Vendor – Company Name }</p> <p>(Permitted only at Cypress pavilions 1, 2 & 4 or Sabal Pines pavilion)</p>

- The following requests will **NOT** be permitted: alcohol, pets or animals, amplified music (DJ's), smoking, glass items, personal grills or other cooking equipment, water activities, and kiddie rides.
- If you wish to have a bounce house at your event, please check the appropriate box above and complete the additional requirements. All requests MUST be submitted no less than 30 days prior to the event. Any other professional vendor services (clowns, face painters, caterers, etc.) must be approved prior to your event. Please discuss your individual needs with City staff at the time your pavilion is reserved so your specific requests may be addressed. *See additional documentation.*
- Please be sure to park *only* in designated parking areas. You are responsible for cleaning up after your event and pavilion must be cleaned and vacated no later than the end time shown on your permit.
- Permit is for pavilion rental only. The City has a NO REFUND policy on all picnic pavilions. All permitted reservation dates are final. In the event of inclement weather, the reservation may be re-scheduled for another date based on availability. Rain dates will be honored within six months of the initial reservation. The City **does not** guarantee the availability of water or electricity.

I agree and comply to the terms above:

Copy provided to Permittee for their records:

 Signature of Permittee

 Signature of City Staff

 Print Name

 Date

 Print Name

 Date