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1550 Thompson's Station Road W.  
P.O. Box 100  
Thompson's Station, TN 37179

## PARK PAVILION RESERVATION FORM

### Applicant Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Daytime Telephone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Evening Telephone: \_\_\_\_\_

### Event Information

Date Requested: \_\_\_\_\_

Hours Requested: \_\_\_\_\_ (Park closes at dusk)

Purpose: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Approximate Attendance: \_\_\_\_\_

### Areas Requested (mark all that apply)

Lower Pavilion (\$50 Rental Fee)

Stage Area (\$50 Rental Fee)

Upper Pavilion (\$50 Rental Fee)

Electricity Needed at Stage

Unlock gate for grass parking

Fees: \_\_\_\_\_ (Cash or check only. Please make checks payable to "Town of Thompson's Station")

**\$50.00 rental fee for each area reserved** (Lower Pavilion, Stage Area, Upper Pavilion).

**\$100 deposit required for each area reserved**. The \$100 deposit is refundable if the areas reserved are left in proper condition, per the specifications noted below.

**Rental is rain or shine. Cancellations must be received no less than 48 hours prior to date of rental for refund**

I have read and understand the park fees, park hours, and the requirements to receive a refund of my deposit.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

#### OFFICE USE ONLY

Date Payment Received: \_\_\_\_\_ Amount: \_\_\_\_\_ Check #: \_\_\_\_\_

Refund OK?    yes    no    Date Refund Issued: \_\_\_\_\_

NOTES:

### **To receive a refund of the \$100.00 deposit, please do the following:**

1. Empty all trash cans and replace the trash can liners (a spare liner is in the bottom of the can).
2. Pick up all trash or food left in the pavilion area and empty trash barrels.
3. Wipe off all picnic tables and turn off lights in pavilion areas.
4. Sweep the pavilion area (there is a broom in the women's restroom that may be used).
5. Please check both restrooms for cleanliness and turn off the lights.

**\* THE PARK CLOSSES PROMPTLY AT DUSK - GATES WILL BE LOCKED \*NO FIREWORKS. ALCOHOL OR FIREARMS\***

If you have any questions, please call Town Hall at (615) 794-4333