



Recreation Department

130 S. McKinley Avenue
Fort Lupton, CO 80621

Phone: 303.857.6694
Fax: 303.857.0351

www.fortluptonco.gov

PARK SHELTER AGREEMENT

Shelter Rentals must be made at least 5 days in advance.

Rental Agreement and payment assures the applicant has use of the selected shelter on the day requested.

Shelters are available for use from 10am to dusk daily.

Renter Name: _____ D.O.B (must be 18yrs or older): _____

Street Address: _____

City: _____ State: _____ Zip: _____

Primary Phone: _____ Secondary Phone: _____

Email: _____

Company Name (if applicable): _____

Date Requested: _____ Electricity Needed: YES _____ NO _____

Shelter Requested (please select below):

Shelters will be cleaned by 10am by Parks Crew and Permit Posted.

- ___ Koshio Park (1st & McKinley)
Gazebo, Electricity Available
- ___ Railroad Park NORTH (1st & Pacific)
Gazebo, 3 Tables
- ___ Railroad Park SOUTH (1st & Pacific)
1 Table

- ___ Community Center Park Shelter 1
Southeast, 1 table
- ___ Community Center Park Shelter 2
Northeast, 1 table
- ___ Community Center Park Shelter 3
Northwest, Gazebo w/ 8 tables, Electricity Available
- ___ Community Center Park Shelter 4
Southwest, Gazebo w/ 6 tables, Electricity Available

RESERVATION FEE: \$65.00 per DAY (one reservation per shelter per day)

Renter Signature: _____

Date: _____

Park Shelter Regulations and Rules

- Renter understands that **NO ALCOHOLIC BEVERAGES** are allowed in the park or parking lots.
- Renter understands that no stakes or items put into the grass are allowed.
If water or electrical lines are punctured or damaged, the Renter will be liable for all costs and repairs.
- Motor vehicles on public property, including parks is prohibited, unless prior approval is given by the Fort Lupton Parks Department. This includes all walkways and grassy areas.
- Renter agrees to replace or pay a fee equal to the purchase price for any equipment that is not returned, lost, broken, or damaged.
- Renter agrees that their group is responsible for cleaning the area and the facilities used following the end of the function. If litter containers are full or are not present, renter will remove all litter from the premises.
*Large dumpsters are located in the parking lot of the community center.
New liners are in the bottoms of all trash receptacles.*
- The City reserves the right to cancel events if weather conditions would deem the area unsafe.
- All reservation fees and completed agreement are due at time of reservation.
- Renter must keep permit in possession during the event.
- Special requests to the Fort Lupton Recreation Department must be made a minimum of 2 business days before the event.
- For emergencies, please call Brian Oswalt, Park Supervisor at 303.994.6950.

Park Shelter Cancellation Policy

- If reservation is cancelled at least 2 weeks prior to event, a full refund will be issued.
- If reservation is cancelled less than 2 weeks from event date, but more than 24 hours, 50% of the rental fees will be refunded.
- If reservation is cancelled less than 24 hours from event date, no refund will be issued.
- If cancellation is due to weather related issues, a full refund will be granted.

The renter and/or sponsoring organization hereby agrees to indemnify and not hold the City of Fort Lupton, its officials and employees responsible for any liability or any loss of property within the premises. Renter also agrees to release the City of Fort Lupton from any liability for the injury or death of any person arising from the utilization of said premises.

The renter agrees to be legally responsible for the conduct and control of both their guests/participants and agrees to be financially responsible for any damages or injuries incurred or caused by them arising from the utilization of the premises.

Under this agreement, the City assumes no responsibility or liability for the use applied for.

This is a contract. By signing below, you affirm you have read and agree to the terms and conditions as stated and are responsible for the rental and use of the requested facilities.

Renter Signature: _____

Date: _____