



# PICNIC SHELTER RESERVATION FORM

320 Third Street NW • Faribault, MN 55021  
(507) 332-6105 • Fax (507) 333-3838  
www.co.rice.mn.us

**This reservation gives you priority for the use of the shelter space only. It does not guarantee the cleanliness of the shelter, as it is a public space. We strongly suggest checking the condition of the shelter the day of your reservation.**

**PARK SHELTER RENTED: (please select one)**

- McCullough**
- Albers**
- Caron**
- Falls Creek**
- Hirdler**
- King Mill**
- Shager**
- Cannon Wilderness**

**DATE OF RENTAL:** \_\_\_\_\_

**Rental Fee \$50- (No Charge for Non-Profit Organization)**

**Name of Group or Individual (please print clearly):** \_\_\_\_\_

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

**Phone: (w) \_\_\_\_\_ (h) \_\_\_\_\_ (C) \_\_\_\_\_**

**Important Rules to Know:**

1. Reservations can be made by stopping by the Parks & Facilities department at the Government Services Building, 320 Third St NW, Faribault, MN 55021 (or) by filling out this form and returning it via mail.
2. Your reservation is not secured until the reservation form and payment has been received and processed. Once your reservation has been processed, you will receive a duplicate copy of the form as confirmation of your reservation. Please make checks payable to: **Rice County**
3. Bring the processed form with you to the shelter on the day of your rental as proof that you have rented the shelter.
4. All parks close at 10:00 p.m.
5. Glass containers are **not** permitted in County Parks, i.e. drinking glasses, jars and bottles.
6. Consumption of beer is allowed. Consumption of all other alcoholic beverages are not allowed. Beer must be brought in metal or aluminum cans.
7. Event organizers are responsible for cleaning and disposing of garbage at the event's conclusion. Garbage bags must be provided by the event organizer.
8. Rice County personnel will inspect the area after the group has used the shelter.
9. If you need to cancel your reservation, you must contact Rice County at least two weeks (14 business days) prior to your scheduled date in order to receive a full refund.

I, the undersigned, hereby agree to release and discharge Rice County, its agents, officers, employees, volunteers and insurers from all claims, demands, actions, judgments and executions. This release includes all claims that I, or the group renting the shelter may have against Rice County for all personal injuries, death or property damage that may arise out of the rental and use of Rice County's shelters and parks.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

<b>FOR DEPARTMENT USE ONLY</b>	<b>ACCOUNT # 01-523-523-0000-5810</b>
Payment: Cash or Check # _____ Amount: _____ Receipt # _____	
Staff Initials Who Received Check: _____ Date: _____	
<i>Return a completed copy to the applicant once the form and payment have been processed.</i>	