Park Use Notification

City of Fort Gaines Notification Permit

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Usage Date & Time \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Purpose \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Event Use Notification

Usage of facility may be requested at City Hall by speaking with the City Clerk, located at 103 Commerce St. W., Fort Gaines, GA 39851. The office hours are 8:00 AM to 4:30 PM Monday through Friday, closed Saturday, Sunday and holidays. In order to provide better assurances, usage notification must be made no less than thirty (30) days prior to the event. In the event a change of date is needed, the City Clerk should be notified thirty (30) days in advance.

Renter’s Responsibilities

The applicant is responsible for setting up for the event as desired. The applicant is also responsible for obtaining any additional equipment needed such as additional tables or chairs. Each applicant is responsible for the following:

1. Cleaning the Park before leaving the facility after the activity. Please do not leave with the intentions of returning the next morning to clean up.

2. Pick up litter and trash from around the facility and deposit the trash in the trash cans provided.

3. Pick up trash and litter from the restrooms.

Approved & Signed By City Clerk \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_