City of Clearwater
605 CR 75 NW
Clearwater, MN, 55320
Phone: 320-558-2428
www.clearwatercitymn.gov

LIONS PARK PAVILION RENTAL AGREEMENT

LIONS PARK ADDRESS: 1100 COUNTY ROAD 75, Clearwater, MN 55320

Fees & Payment Terms

Security Deposit: $100. Deposit is required to reserve the date.

Daily Rental Fee:

- **City of Clearwater residents: $80.90 per day (tax included)**
- **Non-residents: $107.88 per day (tax included)**

Payment Deadline: All rental fees must be paid at least 15 days before the event. Door access codes will not be provided until full payment is received.
Cancellations: A minimum of 14 days' notice is required. Failure to cancel within this timeframe will result in forfeiture of the rental fee.
Deposit Refund: The security deposit will be refunded within 30 days after the event, provided the facility is left clean and undamaged.

To make a payment by check or credit card, call 320-558-2428.

Rental Information

Event Date: _____ **Time:** _____

Resident of the City of Clearwater: ☐ Yes ☐ No

Responsible Party: _____

Address: (This address will be used to return the deposit and to verify that the responsible party renting the Pavilion is a City of Clearwater resident.)

_____

_____

Phone #: _____

Email: _____

Key code open/lock building: ☐ ☐ ☐ ☐ ☐ ☐ #

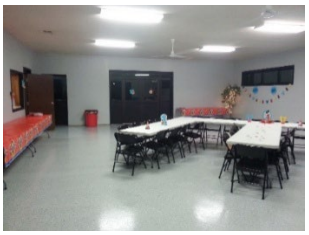
If you experience any issues with the key code, please contact 320-290-2233 for assistance.

RULES AND REGULATIONS

- The person requesting the rental is fully responsible for the conduct of all participants and for any damage to the building or furnishings. The renter is responsible for all repair costs, including any amount that exceeds the deposit.
- Renter must be at least 21 years of age.
- Rental facilities hours are 7:00 am to 11:00 pm.
- Tables and chairs are to remain in the building but may be moved between rooms.
- The pavilion includes approximately 13 tables & 120 chairs.
- Overnight camping is not permitted.
- Glass containers are not allowed in park area.
- The sale of alcoholic beverages is prohibited.
- Rental agreement applies to building only; all other amenities remain open to the public.

CLEANING

- Sweep, vacuum, or mop up all spills, crumbs and garbage, including bathrooms.
- Wipe down all tables and counters.
- Empty all garbage, including bathroom trash, and place it in the dumpster outside the building.
- Ensure all toilets are flushed, sinks are turned off, lights turned off, and doors locked.
- Remove all food from the refrigerator and freezer.
- Cleaning supplies provided include a push broom, mop and bucket, and vacuum cleaner. Trash bags are located in containers, and toilet paper and paper towels are stocked in the bathrooms. A refrigerator, microwave, and several outlets are available in the kitchen.
- Please make sure double doors are locked from the inside when done.



I hereby certify that I have read and understand the park rules, regulations and cleaning instructions.

_____ _____

Signature **Date**

Please submit completed forms and payments to City Hall:
Email to kgramsey@clearwatercitymn.gov or astrohschein@clearwatercitymn.gov
Mail to PO Box 9, Clearwater, MN 55320 or
In person at 605 CR 75 NW, Clearwater MN 55320 or drop box in rear parking lot

OFFICE USE ONLY

PAYMENT RECEIVED

Deposit ☐ **$100.00** **Refund Amount:** _____

Date Paid: _____ / _____ / _____ **Paid by:** ☐ Check # _____ ☐ CC ☐ Cash

Amount Paid: $ _____ **Payment Received By:** _____ **Date Returned:** _____

Rental Fee ☐ **Resident $80.90** ☐ **Non-Resident $107.88** **Check Number:** _____

Date Paid: _____ / _____ / _____ **Paid by:** ☐ Check # _____ ☐ CC ☐ Cash

Amount Paid: $ _____ **Payment Received By:** _____