

RICHWOOD MUNICIPAL BUILDING/PAVILION/BBQPIT  
BOBBY FORD PARK APPLICATION

Date of Application: \_\_\_\_\_  
Applicant's Name: \_\_\_\_\_ Applicant's Phone No. \_\_\_\_\_  
Applicant's Address: \_\_\_\_\_  
Applicant's TX Drivers Lic #: \_\_\_\_\_  
Name of Organization: \_\_\_\_\_  
Date of Function: \_\_\_\_\_ Time of Function: \_\_\_\_\_  
Approx. Size of Group: \_\_\_\_\_

	<u>NON-ALCOHOL</u>	<u>ALCOHOL</u>
<b>PK Forrest Building:</b>	1/2 day rental hours 9am to 4pm or 6pm to 1am	
Deposit:	\$100.00 _____	\$200.00 _____
User Fees: 1/2 Day	\$55.00 _____	\$82.50 _____
All Day	\$110.00 _____	\$165.00 _____

**Pavilion:**

Deposit:	\$100.00 _____	\$200.00 _____
User Fees: All Day	\$100.00 _____	\$150.00 _____

**BBQ Pit:** Deposit: \$100.00 \_\_\_\_\_ Rental: \$25.00 \_\_\_\_\_

**Bobby Ford Park:** Two consecutive hour use from 6 am to 10 pm only

Deposit:	\$50.00 _____	\$100.00 _____
User Fees: Two Hours	\$25.00 _____	\$37.50 _____

**Blow up water or bounce toys will require an additional \$25.00 fee per toy for the use of water or electricity.**

**An uniformed police officer is required if alcohol is served.**  
**Two uniformed police officers are required if the party is over 25 people.**  
**Alcohol use is limited to inside the PK Forrest Building and under the Pavilion ONLY.**  
**Alcohol is not allowed in any other area in the parks, including the parking lots.**

**NO GLASS CONTAINERS**

The above person/group agrees to conduct its function with proper respect for the building and for persons who might be using the building or pavilion after them. By signing below, the above person or group acknowledges receipt of the rules for the rental and use of the municipal building and rules. The applicant signing below swears that he/she is 21 years of age or older. The terms of the application and rules have been read and agreed upon.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

\*\*\*\*\*

For office use only

Application Taken By: \_\_\_\_\_ Approved \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Key # \_\_\_\_\_  
Deposit Paid: \_\_\_\_\_ Fees Paid: \_\_\_\_\_  
Key Given To: \_\_\_\_\_ Date: \_\_\_\_\_  
Key Returned By: \_\_\_\_\_ Deposit Received: \_\_\_\_\_ Date: \_\_\_\_\_