

**General Information**

Name/Company/Organization Name \_\_\_\_\_  
 Mailing Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Primary Phone \_\_\_\_\_  
 City of Gillett Resident?  Yes  No

**Facility Rental Information**

**Facility:**

- Zippel Park
- Honey Park
- Orby Jones Sports Complex

**Rental Details: Please Circle One**

Will alcoholic beverages be sold? No Yes  
*If yes, a picnic license is required*  
 Will there be amplified sound of any kind? No Yes  
 (Live Band, DJ, stereo system, etc.)  
 If Yes, what type? \_\_\_\_\_  
 Will there be inflatables, tents or canopies? No Yes  
 Will you be using a grill, fryer, or No  Yes  
 Other cooking utility?  
 If yes, what type? \_\_\_\_\_

Date of Rental \_\_\_\_\_ Private Event  Open to Public   
 Event Time: From \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm  
 Time You Wish Buildings to Be Unlocked: From \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm  
 Use Type:  Family Party  Wedding Reception  Meeting  Event  Other: \_\_\_\_\_  
 Maximum # of Participants Expected : \_\_\_\_\_

**Park Rental Fees**

**Category 1: Government agencies, non-profit organizations (proof of non-profit status required)**  
**City of Gillett Residents, Charitable groups within Gillett, Schools**  
**Category 2: Non-residents of City of Gillett, For-profit businesses**

Park:	Category 1	Category 2
Zippel Park	\$100 Fee + \$50 Deposit (\$50 Refundable)	\$150 Rental Fee
Honey Park	\$75 Fee + \$50 Deposit (\$50 Refundable)	\$125 Rental Fee
Orby Jones Sports Complex	\$100 Fee + \$50 Deposit (\$50 Refundable)	\$150 Rental Fee

**Fee must be received to hold reservation. Questions or changes, call City Hall at 920-855-2255.**  
*Please Note - There will be a \$50.00 per hour cleaning charge for any park rental to any group IF the area has not been cleaned or left in quality condition.*  
**Please return confirmation and fee to Gillett City Hall, 150 N McKenzie Ave, Gillett WI 54124**  
 Cancellations must be done one week prior to the event or the fee will be nonrefundable.  
**I have received a copy of the Park Reservation Policy and agree to the terms:**

Responsible Party Signature: \_\_\_\_\_

- Garbage in Dumpster/Barrels
- All food removed
- Tables back in order
- Water Meter Read
- Supplies Used: \_\_\_\_\_
- Litter cleaned up in and around buildings
- Lights off
- Doors locked

**Security Deposit Returned: YES / NO\*** Approved By: \_\_\_\_\_ Date: \_\_\_\_\_