



**THE FONTANA  
PARK COMMISSION**

175 Valley View Dr. P.O. Box 200  
Fontana, Wisconsin 53125

262-275-6136—Phone; 262-275-8088—Fax  
villageclerk@villageoffontana.com—Email  
www.villageoffontana.com—Website

**PARK PERMIT APPLICATION FOR:**

- \_\_\_ Duck Pond Recreation Area
- \_\_\_ Duck Pond Pavilion
- \_\_\_ Porter Court Plaza
- \_\_\_ Reid Park Gazebo
- \_\_\_ Reid Park Pavilion
- \_\_\_ Other: \_\_\_\_\_
- \_\_\_ Beer/Wine Permit -*Available at Duck Pond Pavilion and Porter Court Plaza*

**FEE TOTAL:** \_\_\_\_\_

*(Use Fee & Security Deposit Information Below)*

Date of Application \_\_\_\_\_

Name of Group/ Individual \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone # \_\_\_\_\_

Email Address \_\_\_\_\_

Date and Time of Proposed Event \_\_\_\_\_

Number of People Attending \_\_\_\_\_

Total Hours of Use \_\_\_\_\_  
(including set up & take down)

Special Requirements and Event Features: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**The use of Fontana Park Facilities requires a \$75.00 Use Fee for Residents/Property Owners, Sponsored Individuals and Non-Profit Organizations, OR a \$150.00 Use Fee for Non Residents; AND a \$50 refundable Security Deposit. A Beer/Wine consumption permit for Duck Pond Pavilion, Porter Court Plaza or Reid Park Pavilion events requires a double Use Fee and a \$150.00 security deposit.** Permit applications must be submitted at least 30 days prior to proposed event, and at least 60 days prior to a proposed event at the Duck Pond Pavilion, Porter Court Plaza at which beer and/or wine will be served. A copy of the issued permit must be in your possession at the event.

\_\_\_\_\_  
Park Commission Approval                      Date                      Denial                      Date

\_\_\_\_\_  
Village Board Approval                      Date                      Denial                      Date

## Village of Fontana-on-Geneva Lake Park Facilities Use Policy

*The Village of Fontana-on-Geneva Lake is proud of its facilities and encourages the public (residents and non-residents) to use them for special events, excluding commercial use. We request that you assist us in maintaining them and that you not abuse the privilege of using them.*

### **Policies and Procedures:**

- Approval of this permit application is at the discretion of the Village Park Commission and Board of Trustees and no reason for denial of a permit will be required. Reservations will be issued on a first come, first served basis, except for those organizations that have traditionally reserved a park for a certain day in the past take precedence. This permit is only good for the time and date or dates shown on Page 1.
- No camping is allowed.
- Events must be held within posted park facilities hours. Note that the Duck Pond Recreation Area and all village parks close at dusk.
- Liquor is NOT PERMITTED in any parks or park facilities, including the Porter Court Plaza, Reid Park or the Duck Pond Recreation Area.
- A Beer and Wine consumption permit may be obtained for the Duck Pond Pavilion, Reid Park Pavilion or Porter Court Plaza for a Double Use Fee. The consumption of fermented malt beverages or wine as allowed with this permit will be limited to adults 21 years of age and older. No beer or wine shall be sold or given to minors. No glass bottles or containers will be allowed, only cans and cups. No one shall leave the Duck Pond Pavilion, Reid Park Pavilion or Porter Court Plaza areas with open intoxicants. The person signing this application will be responsible for violations. This permit must be available to the police during the event. The security deposit is refundable if the facilities are left in a clean condition.
- The Village will not be held responsible for personal articles left on the premises
- Upon leaving the facility make sure that all refuse has been picked up and placed in appropriate containers. Please make sure that, if required, the facilities are locked or secured. If clean up is not done by the user, the Security Deposit will not be refunded. Permit holders may also be charged for additional labor if required. Security deposit refunds will be made once monthly after the regular Village Board meeting.
- Individuals or groups using the facilities are responsible for any damage to the area or equipment and will be expected to pay for the damage and/or labor required to repair. Any damage will be billed to the Permit holder, pursuant to Ordinance 1-12-98-1
- The Reid Park Gazebo may be reserved for a period of up to \_\_\_\_\_ hours.
- The Duck Pond Pavilion may be reserved for a period of up to \_\_\_\_\_ hours.
- The date and time of the event will be entered in the official Village Calendar by the

I have reviewed and understand the above policies and procedures regarding the rental and use of the facilities identified on this form.

\_\_\_\_\_  
Signature of Applicant/Contact Person

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name and Mailing Address