

**City of Driggs, Idaho**  
 60 S. Main Street | PO Box 48  
 Driggs, ID 83422  
 Ph: (208) 354-2362  
 Fax: (208) 354-8522  
[www.driggsidaho.org](http://www.driggsidaho.org)



## Park Reservation Form

*Please call the City Clerk at 354-2362 for information on availability. Facility description on [website](#).*

**Applicant Name:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Business/Organization/Sponsor Name:** \_\_\_\_\_

**Name of Event:** \_\_\_\_\_

**Type or Purpose of Event:** \_\_\_\_\_

**Date(s):** \_\_\_\_\_ **Number of Events:** \_\_\_\_\_

**Time:** \_\_\_\_\_ **Number of hours per event:** \_\_\_\_\_

**Number of Participants\*:** \_\_\_\_\_

**Venue Location (select all that apply):**

Use	Reservation Fee: Single event	Reservation Fee: Multi-event (for the season)
<input type="checkbox"/> Ball Field	\$25	\$5 per Person
<input type="checkbox"/> Basketball/Volleyball	\$25	\$5 per Person
<input type="checkbox"/> Pavilion and/or Stage	\$25	\$5 per Person
<input type="checkbox"/> Soccer/Multi-Purpose Field	\$25	\$5 per Person

**THERE ARE NO TRASH RECEPTACLES AT THE PARKS: CARRY IN-CARRY OUT!**  
 For events/seasons with >200 participants, additional toilet facilities and garbage can provisions must be provided by the event sponsor in a number approved by the Public Works Director. Field preparation is the responsibility of the event sponsor with approval by the Public Works Director.

1. Will you be serving beer and/or wine (alcohol prohibited in City Park)?  YES  NO
2. Will you have retail sales at the event?  YES  NO

**TERMS & RESPONSIBILITIES**

1. Field preparation is the responsibility of the event sponsor with approval by the Public Works Director.
2. Return facility back to original condition and in a clean state (garbage, banner, etc.).
3. Turn off all field/court lights after use.
4. Contact \_\_\_\_\_ if you have any facility emergencies after business hours.

**I understand and agree to the terms and responsibilities listed above that are required to use the venue.**

\_\_\_\_\_  
**Applicant Signature**

\_\_\_\_\_  
**Date**

**\*OFFICE USE ONLY\***

**FEE:** \$ \_\_\_\_\_ **RECEIPT #:** \_\_\_\_\_ **DATE RECEIVED:** \_\_\_\_\_ **RECEIVED BY:** \_\_\_\_\_

Beer/wine sales license required?  YES  NO **Date issued:** \_\_\_\_\_

Retail sales require non-property sales tax (resort tax)?  YES  NO **Date issued:** \_\_\_\_\_

Portable toilets/trash receptacles required?  YES  NO **Number:** \_\_\_\_\_

**APPROVED BY:** \_\_\_\_\_

**City Clerk**

**Date**