



City of Buda  
Parks and Recreation Department  
PO Box 1380  
Buda, TX 78610

Phone: (512) 523-1081 Fax: (512) 295-7149 Email: sfletcher@ci.buda.tx.us

### Park/Pavilion Reservation Application

Name: \_\_\_\_\_ Organization (if any): \_\_\_\_\_

Address \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Secondary Phone: \_\_\_\_\_

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

Park Pavilion Requested: \_\_\_\_\_

Date(s): \_\_\_\_\_ Use Time: \_\_\_\_\_ to \_\_\_\_\_ ( Park Hours are 6AM-10PM )

Event Description: \_\_\_\_\_

Estimated Attendance: \_\_\_\_\_ Use Category ( Check One): Private \_\_\_\_\_ Public \_\_\_\_\_

### Permits for Park/Pavilion Rentals

**Please refer to page 2 of the application for more permit information and to see if the park you have requested is applicable to the following questions.**

Will you need electricity? (\$10 Fee) Yes \_\_\_\_\_ No \_\_\_\_\_

Will you need access to water (**NOT ALL PARKS HAVE WATER**)? (\$10 Fee) Yes \_\_\_\_\_ No \_\_\_\_\_

Will you be bringing the following amenities? (Please circle all that apply-**\$10 Fee for one or all**)

Alcohol      Bounce House (see rules and regulations)      Dunk Booth      Rock Wall

PA System/Sound Amplification      Trackless Train      Small Portable Grill

Any other amenities \_\_\_\_\_

**RENTAL FEES PER DAY**

<b>Pavilions for Private Use</b>	<b>Amenities</b>	<b>Resident Rate</b>	<b>Non-Resident Rate</b>	<b>Deposit (Refundable)</b>
City Park (Large Pavilion)	Water/ BBQ/RR/Elec	\$100.00	\$125.00	\$100.00
City Park (Small Pavilion)	BBQ/RR/Elec	\$35.00	\$45.00	\$100.00
Downtown Greenbelt Gazebo	Elec	\$35.00	\$45.00	\$100.00
Garlic Creek Park Pavilion	Elec	\$35.00	\$45.00	\$100.00
Green Meadows Park Pavilion	Elec/Water	\$35.00	\$45.00	\$100.00
Historic Stagecoach Park Pavilion or Amphitheatre	RR/Elec	\$50.00	\$65.00	\$100.00
Sportsplex Pavilion	RR/Elec	\$35.00	\$45.00	\$100.00
Stoneridge Park Pavilion	BBQ	\$35.00	\$45.00	\$100.00
Whispering Hollow Park Pavilion	Water/ BBQ/RR /Elec	\$35.00	\$45.00	\$100.00

<b>Events and Fundraisers</b>	<b>Non-Profit Rate</b>	<b>For-Profit Rate</b>	<b>Deposit</b>
Bradfield Park/Pond Exclusive Rental (Submit Special Event Packet)	\$150.00	\$500.00	\$500.00
City Park Exclusive Park Rental (Submit Special Event Packet)	\$250.00	\$500.00	\$500.00
Stagecoach Exclusive Park Rental (Submit Special Event Packet)	\$250.00	\$500.00	\$500.00
Downtown Greenbelt Exclusive Rental (Submit Special Event Packet)	\$150.00	\$300.00	\$500.00
Commercial Activity (annual fee of \$100.00) plus hourly rate	\$20.00/hr	\$20.00/hr	N/A

**PERMIT FEES Restrooms and water faucets do not require a fee**

**\*Copy of Vendor's State of Texas Certificate of Inspection and Certificate of Liability Insurance must be provided.**

**\$10.00 Fee for One or All of the Following Permits:**

- Alcohol
- Bounce House (Also requires Electricity Use Permit unless using a portable generator) \*
- Dunk Booth (Also requires Water Use Permit) \*
- Petting Zoo \*
- Rock Wall \*
- Sound Amplification
- Trackless Train \*

**\$10.00 Fee for Each of the Following Permits:**

- Electricity Use
- Water Use **NOTE: Please Pick Up Water Key At The Stagecoach House Before Day Of Rental**  
**Unreturned keys will be charged against the deposit at that rate**

**TOTAL DUE**

**All fees will be withheld without a 14 day cancellation notice. Total rental must be paid at time of reservation.**

**PAYMENT METHOD**

Visa    MC    Cash    Check # \_\_\_\_\_    NOTE: \$2.75 processing fee is charged to pay via Debit/Credit cards.  
 Card# \_\_\_\_\_    Exp. Date \_\_\_\_\_    CVS# \_\_\_\_\_    Date Paid \_\_\_\_\_    Staff Initials \_\_\_\_\_

The undersigned, both individually and on behalf of the organization, agrees to defend, indemnify, and hold the City of Buda and it's officers, employees, and agents harmless and free from any liability of any nature, including, but not limited to liability for damage or injury to any persons or property costs and attorney's fees arising out of or in connection with the use of the city recreational facilities regardless of whether the city was actively or passively negligent, either solely or contributory in connection with such liability. I certify that we have received and read the rules and regulations in the Buda Parks policies and reservations. I, the undersigned, do hereby agree that we will abide by the policies governing the use of this facility and I will be responsible for any damages to the facility, furniture or equipment caused by the occupancy of our organization on the premises.

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

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

## **General Park Rules for Private Use Functions**

- 1. Park Hours are 6am – 10pm.**
- 2. All Pets must be on a leash.**
- 3. No glass containers. It is a violation to exhibit, use, carry, or dispose of glass beverage containers in all city parks.**
- 4. No Motor Vehicles allowed except in parking areas and driving lanes. This includes motorcycles, motor scooters, and mini bikes.**
- 5. Hunting, Fishing or Camping: No hunting, trapping, or catching of wildlife is allowed within any city park. Fishing activities must comply with Federal, State and Local guidelines AND is only allowed in designated areas. Camping is prohibited, with the exception of City Sponsored or Community Events.**
- 6. We strongly encourage that Bounce Houses (inflatable play equipment) be operated off of a generator supplied by the renter and not plugged-in to city electricity in parks. Bounce Houses larger than 15'x15' are not allowed to be plugged-in to any city electricity in the park. The City of Buda is not responsible or liable for electrical outages as a result of the rental.**
- 7. Fireworks/Explosives of any kind are prohibited in all city parks without proper permits.**
- 8. Open fires or unauthorized cooking pits are prohibited in all city parks without proper permits.**
- 9. Concerts or Sound Amplification are not allowed without proper permits.**
- 10. Connection of garden hoses to city water faucets is prohibited.**
- 11. All trash must be picked up and disposed of by the end of the rental. We encourage renters to bring extra trash bags and take out their own overflow if the reservation date is on a Sunday or during \*peak rental dates.**
- 12. All water keys must be brought back to the office the following week.**

**\*Peak Rental Dates: March-June and holiday weekends**