

Town of Dagsboro
Gazebo/Pavilion Reservation Request Form

Applications must be received 1 week in advance for events
Pavilion - \$50 Non-Refundable Reservation Fee
Gazebo - \$25 Non-Refundable Reservation Fee
\$50 Deposit – To be refunded if area is cleaned after event
\$20 Fee if electricity is needed

Name of Applicant: _____ Date of Request _____

Mailing & Physical Address: _____

Home Phone # _____ Cell Phone # _____

Location of Request (circle one) PAVILION GAZEBO

Electricity Needed? (Additional \$20 fee) YES NO

Date of Event: _____ Time(3 hours max): _____ To _____

Approx. Number of People: _____

Describe the event to take place: _____

If accepted, this contract is issued with the understanding that I, _____

Print Name of Responsible Person

Of _____ am familiar with all polices regulating the use of the

Print Address of Responsible Person

facilities (attached). I accept full responsibility for the activity stated in the agreement. I further understand and will convey to the guests of the planned event that the Town of Dagsboro is not liable for any personal damages or injuries.

Applicant's Signature

Date

SHOULD ANOTHER GROUP BE USING THE RESERVED LOCATION AT YOUR DESIGNATED TIME, PRESENT THIS AGREEMENT TO NOTIFY THEM OF YOUR RESERVATION. IF NECESSARY, THE POLICE DEPARTMENT HAS COPIES OF ALL RESERVATIONS AND CAN BE CONTACTED AT 33134 MAIN STREET OR BY CALLING 302-732-3777.

FOR OFFICE USE ONLY:

Date Received: _____ By: _____ Amount Pd _____ CK# _____

____ Approved ____ Denied Reason for denial _____

Copies Sent to: ____ Applicant ____ Police Dept.

Reservation Sign Posted: By: _____ Date: _____ Time: _____