

**WOODLAWN PARK RENTAL AGREEMENT  
VILLAGE OF NEOSHO  
CENTER STREET, NEOSHO**

**Date of Reservation:** \_\_\_\_\_

**Name of Applicant or Organization:** \_\_\_\_\_

**Applicant's Address & Phone:** \_\_\_\_\_

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**Cell Phone:** \_\_\_\_\_

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

**Purpose of Event:** \_\_\_\_\_

**Will Alcohol Beverages be Served?** \_\_\_\_\_

**It is necessary to have appropriate license to sell alcohol on this premise.**

**Estimated persons to Attend Event:** \_\_\_\_\_

**Rental Start Time:** \_\_\_\_\_

**Rental End Time:** \_\_\_\_\_

**Walk through before the event and after the event:** \_\_\_\_\_

**Deposit received:** \_\_\_\_\_

**Deposit retained or returned:** \_\_\_\_\_

**File with Village Clerk or Village President at their discretion.**

**Copied to: Police Department, Fire Department, Public Works, Village Board.**

**Park Rules Include:**

**Park closes at 10 p.m.**

**No pets at the park.**

**Deposit will not be returned and is non-refundable if:**

**A. Cancellation is 7 days prior to event.**

**B. If there are noise or disorderly complaints.**

**C. This fee will be used to cover expenses incurred for unacceptable cleaning and or damage.**