



RENTAL INFORMATION AND RULES FOR USE

- Park Hours: 6:00 am - 10:00 pm
- Reservations are first come first serve. The city will hold your reservation for 10 days, after which you forfeit the reservation.
- To confirm your reservation, turn in your application with the required deposit.
- If you are a non-profit organization (schools, churches etc.), please provide the city with an ST3 form and your rental fee will be tax free.
- ***For Historic Town Hall only, rental fees are waived for government groups, Nowthen senior citizens (62 years or older), Nowthen resident funerals, Nowthen Lions, and the Nowthen Heritage Committee; damage and key deposit will be required.***
- For field chalking and dragging, please contact the city office for more information.
- Effective 2024, sprinklers are installed in the Nowthen ball fields. Renters are responsible for any damage to the sprinkler lines or sprinkler heads.
- For our parks and shelters, if your event exceeds 75 people (including spectators and participants), applicant is responsible for providing additional sanitation facilities (excluding Historic Town Hall).
- Cars are to be parked in designated parking areas only.
- Events that need more than 90 parking spaces for Nowthen Memorial Park, or 125 spaces for Twin Lakes Park, the applicant will be responsible for providing a parking plan that will be approved by the city.
- No controlled substances are allowed in city parks at any time.
- All Nowthen City Parks are non-smoking parks. Smoking is allowed in parking areas only.
- Facility Use Permits are valid only on the dates and hours listed. Renters must relinquish the facility at the proper time.
- The Facility Use Permit must be with the renter at all times while in the facility. The renter is the responsible party and must be on site at all times during the event.
- Rental fees are non-refundable unless this request is not granted or is cancelled by the city of Nowthen. A refund may be issued if cancellation is made 5 business days prior to the event.
- Bathrooms are to be left clean and tidy.
- All keys are to be checked back into the city offices on the next business day following the event.
- No bottles or glass containers are allowed in the beach area.
- Please be advised that the park shelters are open to the public except during such times as they are reserved. As such, the city shall not be responsible for the cleanliness of the park Shelter/Concession. ***Users shall provide all his/her own materials to ensure that the park shelter/concession is clean for their event. Anything needed for user's event shall be provided by user (garbage bags, utensils, anything needed).***

- In the event that any city property shall become damaged during applicant's use of the property, the applicant shall assume full responsibility for any loss, breakage, or damage caused to the property and forfeits the damage deposit on file.
- The City of Nowthen, city staff, or city council members are not responsible for any accidents, injuries, or theft at any city park.
- The Nowthen City Council reserves the right to cancel/regulate the reservation of any field use.
- Effective 2024, sprinklers are installed in the Nowthen ball fields. Renters are responsible for any damage to the sprinkler lines or sprinkler heads.
- ***All garbage must be taken with you when you leave. Excessive refuse left may be subject to additional charges and/or the loss of your deposit.***