

Date Received:

YPAC:

CC:

**CITY OF YELM**

PO Box 479  
105 Yelm Ave W  
Yelm WA 98597

360-458-3244

Park Use Request Form for

**Cochrane Memorial Park** (located at 750 Mill Road, Yelm WA)

EVENT DATE			
GROUP/PERSON MAKING REQUEST			
TO BE USED FOR		TIME	
CONTACT PERSON(S)			
MAILING ADDRESS			
Street or PO Box		City	Zip
PHONE	n GROUP SIZE		# of People ?
(DAY)	(EVENING)		# of Vehicles?
<p>n An alternate parking plan (see next page) for your activity/event request may include written permission from one of the nearby businesses/organizations (i.e. Yelm Fire Department) - which states that they will allow your "overflow parking" in their parking lot on the specific date of your activity/event. The written permission <u>must</u> be signed by a representative of <u>that</u> business or organization, and a copy of the written permission <u>must be filed with the City of Yelm</u>, no later than two (2) weeks prior to your activity/event date.</p> <p>n If you are planning to have alcohol at your activity/event, please read attached requirements. A copy of the necessary permit(s) <u>must be filed with the City of Yelm</u>, no later than two (2) weeks prior to your activity/event date.</p> <p>Thank you for your cooperation in these matters.</p>			
<input type="checkbox"/> Check box if you wish to reserve the covered picnic area at Cochrane Memorial Park. (This is the <u>only</u> area with electricity and potable water available.)			
<p><b>Please Note:</b> Any special requests (i.e. special occasion tent, etc.) at the park, need to be coordinated <u>on-site</u> with Tim Peterson, Yelm Public Works Director, 360-458-8499.</p>			
<p><b>I hereby agree on my part and for the organization I represent to abide by the City of Yelm Parks rules and policies (as per the Yelm Municipal Code) related to the use of park facilities which includes the following section on "applicant's responsibility":</b></p> <ul style="list-style-type: none"> <li>• Any applicant using park grounds and facilities accepts financial responsibility for any damage done to said grounds. Application for use of a park facility will constitute acceptance by the applicant of the responsibility stated above and willingness to comply with all rules and regulations regarding the use of park facilities as prescribed by the City Council of the City of Yelm. In the event of damage, applicant will accept the City Council's estimate of the amount of same.</li> <li>• The applicant must exercise the utmost care in the use of Yelm's Parks and agrees to protect, indemnify and save the City of Yelm harmless from use of requested facilities. Group/organizations sponsoring community events must provide the city with proof of self-insurance.</li> <li>• Adult leaders of organizations using park facilities will remain with their groups during all activities and will be responsible for the observance of all rules.</li> <li>• All organizations and groups will, in all cases, clean and put in order the park grounds used by them <u>before leaving</u>.</li> <li>• Consumption of any intoxicating liquor on park premises without first obtaining lawful authority is considered an act constituting disorderly conduct.</li> <li>• Cochrane Memorial Park is a <u>Public</u> park. Please be aware that when you reserve certain facilities, this does not restrict other activities in other areas of the park.</li> <li>• Currently there is not a fee charged for use of the Park, but donations are gladly accepted.</li> </ul>			
Signature of person making request		City Clerk/Treasurer	
Date		Date	

**Cochrane Memorial Park Alternate Parking Plan  
OVERFLOW PARKING AGREEMENT**

**REQUESTING PARTY:** \_\_\_\_\_

**EVENT DATE/TIME:** \_\_\_\_\_

**PERMISSION TO USE PARKING LOT FOR OVERFLOW PARKING, FROM:**

Organization: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Number of Parking Spaces Available: \_\_\_\_\_

- At no time shall the ingress/egress of the above Organization/Business be blocked either in the parking, driveway or roadway. Cars are not allowed to be parked on either side of the road within *30 feet* of the parking lot entrance or the intersection of 105<sup>th</sup> and Mill Road.
- Parking *must be monitored by an attendant* during your activity/event.
- Parking is allowed only in the number of spaces (stated above).
- The above stated Organization/Business is not responsible for any loss or damage to vehicles using the parking lot.
  
- Other restrictions: