



City of the Village of Clarkston

375 Depot

Clarkston, MI 48346 - 1418 DATE:

TO:

This is to acknowledge your request to reserve the Gazebo at the Village Depot Park in the

City of Clarkston for \_\_\_\_\_ at \_\_\_\_\_

**PLEASE NOTE: FAILURE TO RETURN AGREEMENT WITHIN TWO WEEKS FROM DATE OF RECEIPT WILL CANCEL YOUR RESERVATION.**

**PARK RULES:**

1. A fee of (\$300.00 resident) or (\$400.00 non-resident) is charged for use of Gazebo. Half of Gazebo fee is to be paid at time of reservation. The remainder is to be paid two weeks prior to the above date of use. Remit to CITY TREASURER at the above address.
2. If reservation is cancelled, you must notify the City of Clarkston at least two weeks before the reservation date in order to receive a refund.
3. No liquor or alcoholic beverages are allowed in Depot Park. Cooking or grilling is prohibited.
4. The Gazebo may be decorated provided no tack, staples or nails are used. (Flowers, crepe paper, ribbons, balloons are allowed provided they are tied or taped to the Gazebo.
5. Electrical outlets are available for use, within the Gazebo.
6. Restroom facilities are available for an additional \$25.00 fee. You must make arrangements to pick up restroom keys by calling 248-625-1559. Restrooms are not opened unless arrangements are made and the fee is paid.
7. It is the responsibility of the undersigned to leave the park area in the same condition as it was prior to use. Keys (if used) are to be returned via the mailbox, located on the front porch of the City Hall. Excess refuse or garbage should be bagged and set by or in the trash can on Depot road.
8. Normal use of the park for a wedding ceremony would require not more than a two-hour period.
9. No vehicles are permitted on the grass or park area for any reason. Parking is allowed only in the public parking lot on the south side of Depot Road. Parking in unauthorized areas will result in a parking violation and appropriate fines.  
PLEASE RETURN ONE COPY WITH YOUR DEPOSIT.

**NOTE: DUE TO AN UNDERGROUND SPRINKLING SYSTEM, NO TENTS OR STAKES OF ANY KIND ARE TO BE USED IN THE PARK UNLESS PRIOR APPROVAL FROM THE D.P.W. SUPERVISOR IS OBTAINED. A MEETING WITH THE D.P.W. SUPERVISOR CAN BE ARRANGED BY CALL 248-625-1265. (PLEASE SIGN BELOW)**

**CITY OF THE VILLAGE  
OF CLARKSTON**

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