

JACKSON HICKORY LANE PARK

SPLASH PARK GROUP RESERVATION FORM & POLICIES

The Jackson Community is very proud of their Park Amenities in Hickory Lane Park, especially the Splash Park and the Inclusive Playground. They are both spectacular attractions to enhance the quality of life of families. As happy as we are to welcome other communities to enjoy these amenities, it has become necessary to set some guidelines for groups to avoid over crowding and the park not being available to the tax paying residents that support it.

There is now a new SPLASH PARK RESERVATION FORM & POLICIES that will apply to those wanting to bring groups of 15 or more participants (including chaperones). The following Reservation Form will need to be completed adhering to the Policies which are also listed below. The Splash Park will be staffed daily during peak hours and failure to adhere to the policies will result in your group being turned away at the park.

GROUP REGULATIONS EFFECTIVE Monday, July 6, 2020:

- **Groups that have booked prior to May 1, 2020 will be granted their permit with no fee, as long as they can move to a group Monday.**
- Groups of 15 or more children and adults are limited to MONDAYS from 10am to 2pm and must have a pre-paid permit for entrance. Permits can be applied for at the Jackson Area Community Center by completing the **'SPLASH PARK GROUP RESERVATION FORM'**. There will be staff at the Splash Park to check permits, and refuse groups coming on days other than Monday. **(Holidays are excluded from Groups).**
- Only 2 Groups (or number of groups not to exceed the State bather load requirements of 157) will be permitted per Monday *(excluding Holidays)*.
- The cost for non-resident groups \$150.00 per visit. *Residency for parks is defined as a Business or Organization that is located in the Village of Jackson. The Jackson Parks & Recreation will determine residency based on Reservation Form information provided.*
- There is NO CHARGE for Jackson Community Organization or Business that bring groups must register their outings at the Jackson Area Community Center. However, the above regulations are still in effect.
- Maximum amount of summer reservations per group is 2x per summer for NONRESIDENT groups, and 3x per summer for Jackson Community groups.
- Village Park & Recreation Employees reserve the right to ask a group to leave for failure to follow general park and splash park rules.
- Tables in the Splash Park Area are first come, first served (unless reserved by park rental).
- To secure tables (under the pavilion), all Groups are welcome to reserve the Hickory Lane Shelter in addition to their Splash Park.
- Most importantly, we hope your group has a great time and enjoys the visit to the Jackson Splash Park!



Hickory Lane Splash Park



Hickory Lane Inclusive Playground

Jackson Parks & Recreation Department
HICKORY LANE PARK – SPLASH PARK RESERVATION FORM

GROUP NAME: _____

ORGANIZATION ADDRESS: _____ CITY: _____ ZIP: _____

CONTACT NAME: _____

CONTACT ADDRESS: _____ CITY: _____ ZIP: _____

CONTACT CELL PHONE: (_____) _____ EMAIL ADDRESS: _____

EMERGENCY CONTACT FOR EVENT DAY IF CONTACT PERSON IS NOT AVAILABLE:

NAME: _____ CELL PHONE: (_____) _____

TYPE OF BUSINESS/ORGANIZATION:

- Non Resident Daycare
 Non Resident Business/Organization
 Non Resident Other: _____
 RESIDENT Daycare
 RESIDENT Business/Organization
 RESIDENT Other: _____

NUMBER OF PARTICIPANTS FOR GROUP WRISTBANDS (Including Chaperones): _____

PLEASE MARK THE **2020** DATE YOU INTERESTED IN RESERVING:

- July 6
 July 13
 July 20
 July 27
 Aug 3
 Aug 10
 Aug 17
 Aug 24
 Aug 31

FULL PAYMENT MUST BE RECEIVED TO CONFIRM RESERVATION – ALONG WITH THIS FORM COMPLETELY FILLED OUT!
NO reservations will be "penciled-in" in the calendar or taken over the phone.

The undersigned accepts full responsibility for the conduct of the above group while on Village property and agrees to indemnify and save harmless the Village of Jackson from any and all liability which might be occasioned to said Village by virtue of granting the permission in this application. In addition, I have read and understand all Park Rules and Group Reservation Policies. If you need to contact the Village on the day of your event, 1st call the Jackson Area Community Center at (262) 677-9665 or email jacksonparkrec.recdesk.com and 2nd Russ Krueger (414) 640-7951. If you need non-emergency police assistance call (262) 677-4949. In case of emergency call 9-1-1.

APPLICANT'S SIGNATURE: _____ DATE: ____/____/____

FOR OFFICE USE ONLY

General Park Rental Cancellation Policies also pertain to Splash Park Group Reservations, these are found on the first page of the park rental packet. Exception: If the Jackson Parks & Recreation Department cancels the reservation due to inclement weather, mechanical problems or emergencies that could arise, a full refund will be granted.

- Approved Jackson Community Organization or Business – No Fee
 NON RESIDENT GROUP RESERVATION FEE of \$150.00 PAID: _____
 DATE PAID: ____/____/____ FEE REC'D BY: _____

CREDIT CARD AUTHORIZATION

Name on Card (print) _____
 Billing Same as above or please list _____

AMEX [][][][] [][][][][] [][][][][] Sec. Code [][][]
 VISA/MC [][][][] [][][][] [][][][] [][][][] CVV Code [][][]
 or Discover Exp. Mo. [][] Exp Yr. [][]

I authorize the Jackson Jt. Parks & Recreation Dept. to charge my credit card for the above fees. If the Jackson Jt. Parks & Recreation Dept. is unable to process my payment, I will be responsible for an alternate payment arrangement.

Signature _____ Date ____/____/____

When paying with a credit card, the cardholder agrees to pay the Group Reservation Fee and understands that it is immediately posted on the provided card provided.

Please be aware of cancellation policies.