

# LEHIGH PARK

## OGLESBY, IL 61348

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### Shelter Reservation Application

Reserve the \_\_\_\_\_ shelter on \_\_\_\_\_  
North Half, South Half or Full Date

**Purpose:** Birthday \_\_\_\_\_ Reunion \_\_\_\_\_ Graduation \_\_\_\_\_ Wedding/Reception \_\_\_\_\_ Other \_\_\_\_\_

**Number of persons expected** \_\_\_\_\_ **Expected Time of Arrival** \_\_\_\_\_ **Departure Time** \_\_\_\_\_

**No Alcohol** \_\_\_\_\_ **Bring Your Own Alcohol** \_\_\_\_\_ **Supplying Alcohol** \_\_\_\_\_

If you are supplying alcohol, you must submit proof of liability insurance listing the city as co-insured. Paperwork must be submitted 1 month from the date of your event. No alcohol is to be distributed unless you have written permission from the liquor commissioner.

**Inflatable Bounce House** \_\_\_\_\_ If your event is providing an inflatable bounce house, you must submit proof of liability insurance within 1 month from the date of your event. The City is not responsible for any injuries regarding inflatable bounce houses.

#### Person making application, who will be responsible for the event:

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE/CELL NUMBER \_\_\_\_\_

Signature of applicant \_\_\_\_\_

Application Date \_\_\_\_\_

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**For office use only**

**Reservation Fee** \_\_\_\_\_ **Date Received** \_\_\_\_\_ **Method of Payment** \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature