



Town of Tappahannock Park Reservation Form

Name _____

Company/Organization _____

Address _____

City _____ State _____ Zip Code _____

Home Phone _____ Cell Phone _____

Email _____

PLEASE CHECK THE PARK THAT YOU WISH TO RESERVE:

Central Park (Availability is contingent based on construction completion time. Construction is expected to end February 2024. The Town will provide at a minimum a 30 day notice availability notice)

River Park

Date of Event _____ Expected Attendance _____

Time _____ to _____

Describe your event (Birthday Party, Family Reunion, etc.)

____ Town Resident ____ Non-Resident

There is a fee of \$100 for portable restroom service for events with an attendance expectancy of 50 or more. Payment is due upon reservation approval.

To reserve a park an application must be submitted no earlier than six (6) months prior to the desired reservation date and no later than 48 hours prior to the reservation date.

I/We (applicant) agree to be fully responsible for the facilities rented per condition as outlined within the park rules attached. Applicant understands that this request should be returned to the Town of Tappahannock for processing. Applicant understands this request is subject to the approval of the Town Manager. Failure to comply shall result in costs incurred for damages while the park is being rented.

Signature of Applicant

Date

Approved By