Picnic Reservation

City of Maple Valley Parks & Recreation **425-432-9953**

The City of MAPLE VALLEY Parks & Recreation

CONTACT INFORMATION:		
Contact Name:	Business/Org. Name:	Reservation Sign Name:
Address:	City:	State/Zip:
Day Phone:	Cell Phone:	Email:

DATE/TIME/LOCATION:

Date Requested (1st Choice):_____ (2nd Choice): _____ Event Type: _____ Attendance _____

Site/Shelter Requested: **Shelter**-50 person capacity (Covered area, 2 grills, 4 picnic tables & running water) ☐ **#1** ☐ **#2** ☐ **#3**

Sites-25 person capacity (Grill & 2 picnic tables) ☐ **#4** ☐ **#5** ☐ **#6** ☐ **#7** ☐ **#8**

(Up to 2 smaller picnic sites may be reserved simulanteously, any attendance of 50+ or more than 2 picnic sites fill out Group Picnic Application Form)

Time Slot: ☐ 9:00am-2:00pm, Half Day ☐ 3:00pm-8:00pm, Half Day ☐ Full Day, 9:00am-8:00pm

Additional Information about your picnic or special requests: _____

_____

PICNIC SHELTER & SITE RESERVATION FEES:

	Resident	**Non-Resident**	**Total**
Shelter 1,2,3-Half Day- **50** Person capacity (Covered area, grill, 4 picnic tables & running water)	$ 75	$ 95	
Shelter 1,2,3- Full Day	$145	$185	
Site 1,2,3-Half Day-**25** Person capacity (Grill & 2 picnic tables)	$ 35	$ 45	
Site 1,2,3-Full Day	$ 70	$ 90	
Patrick's Field (may be added to the rental, based on availability)	$ 20/2 hours	$ 30/2 hours	
Additional Picnic Tables (1 additional table per reserved area, based on availability)	$ 10	$ 10	
Total Amount Due			

PAYMENT INFORMATION:

Method of Payment: Check One ☐ Check enclosed: Make payable to the City of Maple Valley	☐ Credit Card Fill out information below
Cardholder Name: (Please Print)	☐ Visa ☐ Mastercard
Card Number:	Exp. Date:
Card Holder Signature:	Date:

Groups of more than 50 must fill out the Group Picnic Application Form

The undersigned hereby certifies that the information set forth above is true and correct, and further acknowledges to have read all policies and facility use requirements governing users of City facilities. Should it be determined that these rules have been violation, I acknowledge that my rental period may be terminated immediately with no refund or recourse. Cancellations must be made at least fourteen (**14**) days in advance of reservation date to be eligible for a refund. Requests made for cancellations or reschedules less than fourteen (**14**) days before the rental date will result in the loss of the entire rental fee. A $30 administrative fee for all cancellations or reschedules will be charged. Refunds are not issued in case of inclement weather.

Signature_____ Date _____

Please return this application to:

Mailing Address: P.O. Box 320
Maple Valley, WA 98038

In Person: Lake Wilderness Lodge
22500 SE 248th Street Maple Valley, WA 98038

By Fax: 425/432-9974