

City of Cottage Grove Recreation Department
 8020 80th St. So. Cottage Grove, Minnesota, 55016 | Phone: 651-458-3400

EVENT RESERVATION FORM

Event Name: _____ Date/s Requested: _____

Facility Requested: _____ Number of Guests/Teams (required): _____

Event Type (circle one): Traveling Tournament In-House Tournament Disc Golf Event Other: _____

Applicant Name: _____ Organization: _____

Applicant Address: _____ Phone: _____

Applicant E-mail Address (required to receive permit): _____

Applications on behalf of CGAA or ERAA require association president signature: _____

Fee Schedule	Class- 2 City Events ERAA/CGAA In-House Events	Class- 3 ERAA/CGAA Disc Golf Non-Profit Local	Class- 4 Resident Non-Profit not Local	Class- 5 Non-Resident	Fee Detail
Facility Building/Fields	\$0	\$250 per day	\$450 per day	\$550 per day	
Lights Per Hour	\$20	\$20	\$20	\$20	
Dumpster	8yd - \$401 10yd - \$502 20yd - \$654 30yd - \$775	8yd - \$401 10yd - \$502 20yd - \$654 30yd - \$775	8yd - \$401 10yd - \$502 20yd - \$654 30yd - \$775	8yd - \$401 10yd - \$502 20yd - \$654 30yd - \$775	
Additional Satellites Per Unit/Per Event	Reg Unit - \$53 ADA Unit - \$125	Reg Unit - \$53 ADA Unit - \$125	Reg Unit - \$53 ADA Unit - \$125	Reg Unit - \$53 ADA Unit - \$125	
Clean-Outs Per Unit/Per Day	Clean-Out - \$20 Handwashing - \$85	Clean-Out - \$20 Handwashing - \$85	Clean-Out - \$20 Handwashing - \$85	Clean-Out - \$20 Handwashing - \$85	
Field Chalk	\$10 bag	\$10 bag	\$10 bag	\$10 bag	
Event Staff 2 Hr Minimum	\$50 per hour First 2 hrs included	\$50 per hour First 2 hrs included	\$50 per hour First 2 hrs included	\$50 per hour First 2 hrs included	
Concession Fee	\$35 per event	\$35 per event	\$35 per event	\$35 per event	
Commercial Use Permit 195'x135'	\$0	\$15 per hour	\$24 per hour	\$29 per hour	
Satellite and Dumpster fees are subject to change based on incurred expense				Sub Total	
Non-Profits must provide an ST3 Form or pay tax (7.125%)				Tax	
				Total	

The persons and/or organizations using City of Cottage Grove facilities, by signing and accepting this permit, agree to indemnify the City of Cottage Grove for any damages to personal property by any participant involved and agree to assume all liability for the injury or death of any participant involved. The above fees are an estimation, which the Cottage Grove Recreation Department reserves the right to revise, at any point in time, based on the usage of the facility. As the official designated or the authorized user, I have read and agree to abide by the rules and regulations of the Cottage Grove Parks and Recreation Department and accept full responsibility for any damage done by those I represent.

Applicant Signature: _____ **Date:** _____

CC#: _____ Exp. Date: _____ Sec. Code _____ (We do not except Discover)