

**BLANCHARD RECREATION AREA RESERVATION REQUEST**

Name: \_\_\_\_\_ Squadron: \_\_\_\_\_

Cell/Home Phone: \_\_\_\_\_ Duty Phone: \_\_\_\_\_

Event Date: \_\_\_\_\_ Type of Function: \_\_\_\_\_

Expected Number in Attendance: \_\_\_\_\_

Event Time: \_\_\_\_\_ to \_\_\_\_\_

**Park reservations no longer require a deposit. Park guidelines and cleaning requirements include, but not limited to the following:**

**Customer's Initials-Cleaning**

- (a) \_\_\_\_\_ Return all picnic tables to their original locations.
- (b) \_\_\_\_\_ Remove all personal items, i.e., utensils, clothing, coolers, etc.
- (c) \_\_\_\_\_ Place all trash/garbage in the dumpster. Empty the trashcan and insert clean plastic bags in all used trashcans. Patrons must provide their own trash bags.

**Customer's Initials-Guidelines/Information**

- (d) \_\_\_\_\_ Glass containers are not permitted in the park area.
- (e) \_\_\_\_\_ Vehicles are not allowed on the park, this includes unloading and loading.
- (f) \_\_\_\_\_ Individuals or squadrons needing electrical power can use the electrical outlets located along the fence and must provide their own extension cords. Outdoor Recreation and Civil Engineering will not provide extension cords.
- (g) \_\_\_\_\_ **Facility bathrooms are not open outside of Outdoor Recreation operating hours.**
- (h) \_\_\_\_\_ **I understand that it is my responsibility to ensure that the park is clean after the function. Should there be any issues with the cleanliness of the facility, a \$50 cleaning fee will be owed to Outdoor Recreation.**

\_\_\_\_\_  
Customer's Signature

\_\_\_\_\_  
Date

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For Office Use Only

**Employee Initials** \_\_\_\_\_

**Date Submitted** \_\_\_\_\_