

CITY OF WOODLAND PARK, COLORADO MEMORIAL PARK FACILITY USE FEES

Facility	Not for Profit In Teller County (M-TH)	Not for Profit Friday-Sunday City Holidays	Not for Profit Out of Teller County (M-TH)	Not for Profit Friday-Sunday City Holidays	For Profit in Teller County (M-TH)	For Profit Friday-Sunday City Holidays	For Profit Out of Teller County (M-TH)	For Profit Friday-Sunday City Holidays
Performance Shelter	\$25/4 hrs	\$35/4 hrs	\$40/4 hrs	\$50/4 hrs	\$55/4 hrs	\$65/4 hrs	\$70/4 hrs	\$80/4 hrs
Pavilion	\$35/4 hrs	\$45/4 hrs	\$55/4 hrs	\$65/4 hrs	\$75/4 hrs	\$85/4 hrs	\$95/4 hrs	\$105/4 hrs
Gazebo	\$20/4 hrs	\$25/4 hrs	\$30/4 hrs	\$35/4 hrs	\$40/4 hrs	\$45/4 hrs	\$50/4 hrs	\$55/4 hrs
Picnic Shelters (4 available)	\$15/4 hrs	\$20/4 hrs	\$20/4 hrs	\$25/4 hrs	\$25/4 hrs	\$30/4 hrs	\$30/4 hrs	\$35/4 hrs
Basketball Court	\$20/4 hrs	\$25/4 hrs	\$30/4 hrs	\$35/4 hrs	\$40/4 hrs	\$45/4 hrs	\$50/4 hrs	\$55/4 hrs
Entire Park	\$125/4 hrs	\$165/4 hrs	\$185/4 hrs	\$225/4 hrs	\$245/4 hrs	\$285/4 hrs	\$305/4 hrs	\$345/4 hrs
Electric	\$5/post/4 hrs	\$5/post/4 hrs	\$5/post/4 hrs	\$5/post/4 hrs	\$5/post/4 hrs	\$5/post/4 hrs	\$5/post/4 hrs	\$5/post/4 hrs

Memorial Park Rules & Regulations:

- All rentals are in 4 hour increments. All day rentals are equivalent of 8 hours.
- Park Hours: 7:00 am - 9:00 pm
- Parks are open to the public and not for private event usage unless rented. Without a reservation, park use is on a first-come, first-served basis.
- Reservations guarantee sole use of reserved amenity. Your rental will be solely reserved for your group, however the rest of the park is open to the public unless you rent the entire park.
- Alcohol beverages are prohibited except by special permit issued by the City Clerk's Office.
- Dogs (pets) are not allowed in the pavilion/shelter areas or playground area. Dogs must be on a leash in all parks at all times.
- No stakes, tent pegs, or signs allowed in the ground, please use weights.
- This is a multi-use park and although the City of Woodland Park will attempt to maintain privacy in your rented area, it is likely that events may be held simultaneously in other areas of the park. The City cannot guarantee that sound will not be audible from other events.
- Fire place use must be approved by the fire department.
- Playground will always remain open to the public.
- When renting the Entire Park, the basketball court is not included, this is an additional fee.
- Pavilions and shelters are rented as is, additional items may be available through the City Special Events Cache'.
- Events to which the PUBLIC is invited, insurance is required.

- A third of the reservation fee is due at the time of the reservation and will be used as a deposit. The remaining balance, along with any required documents, are due 30 days prior to the event.
- Cancellations must be done no later than 7 business days prior to the reservation to receive a full refund.
- Cancellations due to weather must be done within 48 hours to receive a full refund.
- Events with 100 people or more may require:
 - A site walkthrough with Parks and Recreation staff
 - Damage Deposit (same fee as the reservation fee)
 - Professional Trash Removal – responsible for trash removal during and after the event
 - Additional restroom facilities
- Written requests for event sponsorships or rental fee waivers may be considered by City Administration for Community Events.
- Fees will be reviewed on an annual basis and are subject to change.

CITY OF WOODLAND PARK, COLORADO BERGSTROM FACILITY USE FEES

Facility	Not for Profit In Teller County (M-TH)	Not for Profit Friday-Sunday City Holidays	Not for Profit Out of Teller County (M-TH)	Not for Profit Friday-Sunday City Holidays	For Profit in Teller County (M-TH)	For Profit Friday-Sunday City Holidays	For Profit Out of Teller County (M-TH)	For Profit Friday-Sunday City Holidays
Pavilion	\$35/4 hrs	\$45/4 hrs	\$55/4 hrs	\$65/4 hrs	\$75/4 hrs	\$85/4 hrs	\$95/4 hrs	\$105/4 hrs
Electric	\$5/post/4 hrs	\$5/post/4 hrs	\$5/post/4 hrs	\$5/post/4 hrs	\$5/post/4 hrs	\$5/post/4 hrs	\$5/post/4 hrs	\$5/post/4 hrs

Bergstrom Park Rules & Regulations:

- All rentals are in 4 hour increments. All day rentals are equivalent of 8 hours.
- Park Hours: 7:00 am - 9:00 pm
- Parks are open to the public and not for private event usage unless rented. Without a reservation, park use is on a first-come, first-served basis
- Alcohol beverages are prohibited except by special permit by and at the discretion of City Council.
- Dogs must be on a leash in all parks at all times.
- No stakes, tent pegs, or signs allowed in the ground, please use weights.
- Events to which the PUBLIC is invited, insurance is required.
- A third of the reservation fee is due at the time of the reservation and will be used as a deposit. The remaining balance, along with any required documents, are due 30 days prior to the event.
- Cancellations must be done no later than 7 business days prior to the reservation to receive a full refund.
- Cancellations due to weather must be done within 48 hours to receive a full refund.
- Fees will be reviewed on an annual basis and are subject to change.

MEADOW WOOD SPORTS COMPLEX FACILITY USE FEES

Park or Facility	Not for Profit In Teller County (M-TH)	Not for Profit Friday- Sunday City Holidays	Not for Profit Out of Teller County (M-TH)	Not for Profit Friday-Sunday City Holidays	Commercial Groups (M-TH)	Commercial Friday-Sunday City Holidays
Natural Turf Ball Fields (3 Fields)	\$10/Hr. \$30/Day/Field	\$20/Hr. \$40/Day/Field	\$20/Hr. \$40/Day/Field	\$40/Hr. \$120/Day/Field	\$40/Hr. \$120/Day/Field	\$80/Hr. \$160/Day/Field
Multi-Use Synthetic Fields (2 Fields)	\$10/Hr. \$30/Day/Field	\$20/Hr. \$40/Day/Field	\$20/Hr. \$40/Day/Field	\$40/Hr. \$120/Day/Field	\$40/Hr. \$120/Day/Field	\$80/Hr. \$160/Day/Field
Panther Field	\$10/Hr. \$30/Day	\$20/Hr. \$40/Day	\$20/Hr. \$40/Day	\$40/Hr. \$120/Day	\$40/Hr. \$120/Day	\$80/Hr. \$160/Day
Tennis Courts (4 Courts)	\$5/Hr. Per Court	\$5/Hr. Per Court	\$5/Hr. Per Court	\$5/Hr. Per Court	\$5/Hr. Per Court	\$5/Hr. Per Court
Skating Rink	\$10/Hr. \$30/Day	\$20/Hr. \$40/Day	WPHA	WPHA	WPHA	WPHA

Meadow Woods Sports Complex Rules and Regulations:

- All rentals are billed on a per hour basis.
- Complex hours: 8:00 a.m. – 9:30 p.m.
- One contact person per Organization/Group
- 1/3 of reservation fee is a deposit, the signed facility request, and a copy of the certificate of insurance listing the City of Woodland Park as additionally insured, are due **7 business days** after approval of rental.
- Field maintenance requests need to be made at time of booking.
- Cancellation of fields must be done no later than **3 business days** prior to first date of use to receive full deposit refund.
- Cancellation due to weather must be done within **48 hours** to receive full refund.
- All tournament locations are required to have a City Site Supervisor at \$15 per hour.
- Additional Requests:
 - Line and Drag (per field/hr.) \$37
 - Drag (per field/hr.) \$19
 - Line (per field/hr.) \$18
 - Field Lights (per field/hr.) \$20
 - Chalk (per bag) \$11
- Fees will be reviewed on an annual basis and are subject to change.