

## Sevastopol Town Park/Pavilion Reservation Form 4830 Ripp Road (Institute), Sturgeon Bay WI

Organization: \_\_\_\_\_ Event organizer: \_\_\_\_\_

- or -

Individual Name: \_\_\_\_\_ Telephone number: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Date Requested: \_\_\_\_\_ Approx. Attendance: \_\_\_\_\_

Approx. Time of Day Needed: \_\_\_\_\_

**PAVILION ONLY RENTAL**

Town Resident - \$50

Non Resident - \$75

**Payment Required with your Reservation Request**

**\$50 Refundable Pavilion & Security/Key Deposit**

**(Keys must be returned to Town Clerk for refund)**

**SOFTBALL FIELD REQUESTED**

north field       south field

Amount/Date Rec'd \_\_\_\_\_

Amount/Date Rec'd \_\_\_\_\_

**TOWN PARK RENTAL\*** - \$100 per day

(fee includes concession stand, ball fields,  
access to lights and pavilion)

**Deposit of \$100 Required with Reservation Request**

Deposit/Date Rec'd \_\_\_\_\_

\*Note: Entire Town Park Rental must be pre-approved by the Sevastopol Parks & Recreation Board and may be subject to additional sponsor/player/game/event fees and will be subject to the security deposit.

Any groups, organization or nonprofit using the concession stand and selling product is subject to \$100 concession stand rental fee. Organizations using the park facilities but not operating the concession stand for their benefit (i.e., Little League, Babe Ruth leagues, etc.) are not subject to this fee.

***Please park vehicles only in authorized areas. Parking is not allowed alongside the pavilion or on grass areas. You will be provided with a key for the back gate. Use this gate for handicap access or to unload supplies. A vehicle may unload using this access but then must be returned to the parking lot. Vehicles parked on the grass or left in the pavilion area will result in the forfeiture of your security deposit. Glass bottles are not allowed in the Town Park. Sorry, no pets.***

If you have any questions, please feel free to contact the Town Office at (920) 746-1230 or email to [office@townofsevastopol.com](mailto:office@townofsevastopol.com).

Please make check payable to and send form to:

TOWN OF SEVASTOPOL  
4528 Hwy 57 – P. O. Box 135  
Sturgeon Bay WI 54235