



SHELTER RESERVATION REQUEST FORM

May 1 through October 3, 2022

FILLING OUT THIS FORM DOES NOT GUARANTEE THE DATE, TIME AND SHELTER/FACILITY YOU ARE REQUESTING. YOU WILL BE CONTACTED TO CONFIRM YOUR RESERVATION.

You may reserve a shelter by filling out this form and mailing it in, dropping it off at **701 Main Ave**, Fargo, ND 58103; or emailed to reservations@fargoparks.com.

Any questions call 701-499-6060.

Today's Date _____

Date Requesting Rental _____

Name _____ E-mail Address _____

Address _____ City _____ State _____ ZIP _____

Cell Phone # _____ Daytime # _____

Group, Company Name, or event name _____

What type of event are you planning? (i.e. picnic, wedding, reunion, run/walk, fundraiser) _____

Weddings are only permitted at the Island Park Gazebo, Urban Plains Shelters and Trollwood Park Shelters, Barn Stage. Additional paperwork for weddings, run/walks, community events & fundraisers will be required.

Anticipated Attendance? _____

Are you having any entertainment? (If yes, additional paperwork may be required)

YES NO

If yes, what? _____

Special requests for use of recreational trails, additional electricity, food vendor(s), sale of merchandise/goods, tent/canopy, weddings, sound amplification, additional equipment, etc., are required to complete a Special Event Application. These requests may require applicant to provide a current copy of applicant's liability insurance naming the Fargo Park District as additional insured in the amount of not less than \$1,000,000. Insurance certificate must be received 14 business days prior to the event. The Fargo Park District reserves the right to request a higher amount of liability insurance.

Payment is due upon request of shelter reservation. Reservations will not be processed without payment. Payment is processed at the time the reservation is made. The Fargo Park District has a no refund policy.

Credit Card # _____ Exp. Date _____ 3-digit security code _____

Payment Method: Credit Card Cash Check Amount Enclosed/Authorized \$: _____



Credit Card Information: Visa MasterCard Discover American Express Today's Date: _____

Name on Card _____ Signature of Cardholder _____

Billing Address _____

Mail to: Fargo Park District, Attn: Facilities Scheduling, 701 Main Ave, Fargo ND 58103

LINDENWOOD, 1905 Roger Maris Dr

Facility Requested (Check)	Time (Circle)	Fee (Fill In)	
<p><u> </u> Lindenwood Main Accommodates 200 people Fees: \$150 There is electricity, water and a large charcoal grill. Restrooms are attached to the shelter.</p>	10am-9pm	\$ _____	
<p><u> </u> Lindenwood Rotary Accommodates 160 people Fees: \$150 There is electricity and a large charcoal grill. Restrooms are on site.</p>	10am-9pm	\$ _____	
<p>Optional Additions (Check)</p> <p><u> </u> Group Consumption Permit Fee: \$50 No glass bottles, hard alcohol, or kegs.</p>		\$ _____	<p>TOTAL AMOUNT DUE Facility Fee and Optional Additions</p> <p style="color: red; font-size: 1.2em;">\$ _____</p>


OAK GROVE, 170 Maple St N

Facility Requested (Check)	Time (Circle)	Fee (Fill in)	
<p><u> </u> Oak Grove #1 (South) Accommodates 200 people Fees: \$150 There is electricity and a large charcoal grill. Restrooms are attached to the shelter. Construction in the Park. Not available for rent at this time</p>	10am-9pm	\$ _____	
<p><u> </u> Oak Grove #2 (North) Accommodates 100 people Fees: \$150 There is electricity and a large charcoal grill. Restrooms are on site. Construction in the Park. Not available for rent at this time</p>	10am-9pm	\$ _____	
<p>Optional Additions (Check)</p> <p><u> </u> Group Consumption Permit Fee: \$50 No glass bottles, hard alcohol or kegs.</p>		\$ _____	<p>TOTAL AMOUNT DUE Facility Fee and Optional Additions</p> <p style="color: green; font-size: 1.2em;">\$ _____</p>

RHEAULT FARM, 2902 25 St S

Facility Requested (Check)	Time (Circle or Fill In)	Fee (Fill In)	
___ Rheault Farm Picnic Shelter Accommodates 160 people Fees: \$150 There is electricity a large charcoal grill. Restrooms are on site.	10am-9pm	\$ _____	
___ Rheault Farm Bunkhouse Accommodates 140 people Fees: \$100.00 per hour There is electricity, water, restrooms and food prep area in facility. No stove or fridge. Heat/air conditioned.	Start time _____ #of Hours _____	\$ _____	
___ Rheault Farm Entire Site Accommodates 1,000 people Fee: \$775.00 per day There is electricity, water, restrooms and food prep area. Weddings allowed with Entire Site rental.	_____ 10am-9pm _____	\$ _____	
Optional Additions (Check)			TOTAL AMOUNT DUE Facility Fee and Optional Additions \$ _____
___ Group Consumption Permit Fee: \$50 No glass bottles, hard alcohol, or kegs.		\$ _____	

RABANUS, 4315 18 Ave S

Facility Requested (Check)	Time (Circle)	Fee (Fill in)	
___ Rabanus Accommodates 50 people (25inside/25outside) Fees: \$75 This facility includes an indoor building. There is electricity, water and a large grill. Restrooms are attached to the shelter.	10am-9pm	\$ _____	
Optional Additions (Check)			TOTAL AMOUNT DUE Facility Fee and Optional Additions \$ _____
___ Group Consumption Permit Fee: \$50 No glass bottles, hard alcohol, or kegs.		\$ _____	

TROLLWOOD, 3664 Elm St N

Facility Requested (Check)	Time (Circle or Fill In)	Fee (Fill In)	
___ Trollwood Park Mega Shelter Accommodates 250 people Fees: \$200 Electricity, charcoal grill and restrooms are on site.	10am-9pm	\$ _____	
___ Trollwood Park West Gazebo Accommodates 100 people Fees: \$150 Electricity, charcoal grill and restrooms are on site.	10am-9pm	\$ _____	
___ Trollwood Park Barn Stage Accommodates up to 20 people on stage Space around stage can be used also. Fees: \$150 Restrooms are on site on west side of park.	10am-9pm	\$ _____	
___ Trollwood Park Art Mart Accommodates 50 people Fees: \$150 Electricity, charcoal grill and restrooms are on site.	10am-9pm	\$ _____	
Optional Additions (Check)			
___ Group Consumption Permit Fee: \$50 *No alcohol allowed at barn stage No glass bottles, hard alcohol, or kegs.		\$ _____	<p style="text-align: center;">TOTAL AMOUNT DUE Facility Fee and Optional Additions</p> <p style="text-align: center;">\$ _____</p>

ISLAND PARK, 302 7 St S

Facility Requested (Check)	Time (Circle)	Fee (Fill in)	
___ Island Park Gazebo Accommodates up to 30 people in gazebo Space around gazebo can be used also Fee: \$300 Electricity and restrooms are on site. *No alcohol allowed.	10am-9pm	\$ _____	
			<p style="text-align: center;">TOTAL AMOUNT DUE</p> <p style="text-align: center;">\$ _____</p>


URBAN PLAINS, 5050 30 Ave S

Facility Requested (Check)	Time (Circle or Fill In)	Fee (Fill In)	
___ Urban Plains Shelter A Accommodates 100 people Fees: \$150 Electricity, charcoal grill and restrooms are on site. No inflatable games or tents are allowed.	10am-9pm	\$ _____	
___ Urban Plains Shelter B Accommodates 200 people Fees: \$150 Electricity, charcoal grill and restrooms are on site. No inflatable games or tents are allowed.	10am-9pm	\$ _____	
___ Urban Plains Shelter C Accommodates up to 100 people Fees: \$ 150 Electricity, charcoal grill and restrooms are on site. No inflatable games or tents are allowed.	10am-9pm	\$ _____	
___ Urban Plains Gazebo Accommodates up to 14 people in gazebo Space around gazebo can be used also Fee: \$100 Electricity and restrooms are on site. No inflatable games or tents are allowed. No Grill	10am-9pm.	\$ _____	
___ Urban Plains Small Shelter Accommodates up to 30 people Fees: \$50 Electricity and restrooms are on site. No inflatable games or tents are allowed. No Grill	10am-9pm	\$ _____	
Optional Additions (Check)			
___ Group Consumption Permit Fee: \$50 *No glass bottles, hard alcohol, or kegs. No alcohol allowed at gazebo.		\$ _____	TOTAL AMOUNT DUE Facility Fee and Optional Additions \$ _____


Indoor Shelter rentals for the summer is all new.
 Inflatable Games may be rented and used in Lemke Park
 and Roosevelt Park.

Shelters are not air conditioned.
 There are no grills or outdoor picnic tables available for
 these Shelter reservations.

Lemke Park, 1000 32nd Ave S

Facility Requested (Check)	Time (Circle or Fill In)	Fee (Fill In)	
___ Lemke Shelter Accommodates 30 people Fees: \$75 Electricity and restrooms are on site. Consumption permits not available for this site. No Grill.	10am-9pm	\$ _____	
			TOTAL AMOUNT DUE \$ _____

Roosevelt Park, 1220 9 St N

Facility Requested (Check)	Time (Circle or Fill In)	Fee (Fill In)	
___ Roosevelt Park Shelter Accommodates 30 people Fees: \$75 Electricity and restrooms are on site. Consumption permits not available for this site. No Grill.	10am-9pm	\$ _____	
			TOTAL AMOUNT DUE \$ _____