



Application and payment must be submitted at least seven (7) days prior to rental date.
Falsification of information on this form could result in forfeiture of rental permit.

Responsible Party/Organization Information

Name _____

Address _____

City _____ ZIP _____ Phone _____

Email _____

ORGANIZATION NAME (if applicable) _____

Address _____ City _____ ZIP _____

Pavilion and Event Information

Pavilion Rental Dates and Hours: May 1-Sept. 30, 2026 – 9 a.m. to 9 p.m.

****Rotary Park Pavilions #1 and #2 Closed May 1-June 30, 2026, for a Park Improvement Project****
****Shelden Park Pavilion Closed for a Park Improvement Project****

Pavilion #/Location	# of People	Electricity Available	Bathroom Facilities	*Resident Fee	^Non-Resident Fee
Rotary Park #1 CLOSED May 1 – June 30	100-200	Yes	Port-a-John	\$150	\$225
Rotary Park #2 CLOSED May 1 – June 30	25-30	Yes	Port-a-John	\$80	\$150
Rotary Park #3	70-80	Yes	Port-a-John	\$115	\$190
Rotary Park #4	70-80	Yes	Port-a-John	\$115	\$190
Rotary Park #5	25-30	No	Port-a-John	\$75	\$145
Ben Celani #1 (Bicentennial Park)	70-80	Yes	Comfort Station	\$130	\$200
Stymelski/Veteran's Park	70-80	Yes	Port-a-John	\$110	\$185
Mies Park	25-30	Yes	Port-a-John	\$75	\$145
Shelden Park CLOSED	25-30	No	Port-a-John	\$70	\$140
Clements Circle Park	25-30	No	Port-a-John	\$70	\$140

*Resident: Responsible party/organization residing within the city of Livonia.

^Non-Resident: Responsible party/organization residing outside Livonia whether they are sponsored by a Livonia resident or not

A. PAVILION: _____

B. RENTAL DATE: _____

C. TIME OF USE: Rental Start _____ a.m. p.m. Rental End _____ a.m. p.m.

D. APPROX NUMBER OF PEOPLE IN GROUP: _____

- Picnic tables are assigned to picnic areas by group size based on 8 people/table.
- Additional picnic tables **will not** be provided for groups who exceed the recommended picnic area capacity.

*****Please complete all pages of rental application*****

E. What is the title of your event? _____

F. Is this a public or private event? (Circle) Public Private

G. I understand and agree that I will complete an alcohol permit at the Livonia Police Station if any alcoholic beverages will be consumed during my rental.

a. Initial: _____

H. Is your event serving as a fundraiser?

a. Yes _____

b. Maybe _____

c. No _____

I. If applicable, please select your organization type from the list below:

a. Company _____

b. School _____

c. Scouts _____

d. Civic Association _____

e. Church _____

f. Fraternal Order/Club _____

g. Other (please specify) _____

J. Will you be selling anything at your rental?

a. Yes _____

i. What will you be selling? _____

b. Maybe _____

c. No _____

K. Will you be using a third-party independent contractor to bring in any of the following items? (Check all that apply)

Item	Yes	No	Maybe
Tables			
Chairs			
Inflatables/Bounce House			
Caterer (No Food Trucks allowed at Rotary Park)			
Tents/Canopies			

L. I understand that if I am using a third-party independent contractor, I must complete the special considerations requests and **have the independent contractor submit their insurance as outlined below to Livonia Parks and Recreation at least two (2) weeks prior to my rental date.**

a. Initial: _____

M. Are you planning on bringing any of the following personal items? (Check all that apply)

Item	Yes	No	Maybe
Tables			
Chairs			
Inflatables/Bounce House			
Tents/Canopies			

Insurance Requirements for Independent Contractors and Organizations:

Commercial general liability shall be \$1,000,000 each occurrence and \$2,000,000 aggregate.
CITY OF LIVONIA must be listed as "additional insured" on the certificate.

*****Please complete all pages of rental application*****

DAMAGE and CLEAN-UP AGREEMENT

Said group agrees to pay City of Livonia for damage to any property caused by said group at said park and said group agrees to pay the City a sum not to exceed **\$50.00** per area used if the area used by said group is not **CLEANED UP** and returned to the condition in which it was found. All food and picnic debris must be removed from tables and picnic area and placed in trash receptacles.

RELEASE and HOLD HARMLESS AGREEMENT

Also, in consideration of being issued a PAVILION PERMIT by the City of Livonia and if applicable, in consideration of being allowed by the City of Livonia to possess and consume beer and/or wine at the above location and date, the undersigned, by this instrument do hereby expressly stipulate and agree to release, discharge, indemnify and forever hold harmless the City of Livonia, its assigns, agents, servants and employees of and from all claims, demands, actions or causes of action now existing or which may hereafter exist by reason of any damage, loss or injury which heretofore has been or which may hereafter be sustained by the said GROUP, ORGANIZATION OR FAMILY in consequence of their participation in any and all activities in connection with issuance of this permit.

This release extends and applies to, and covers and includes, all unknown, unforeseen, unanticipated, and unsuspected injuries, damages, loss and liability, and the consequence thereof, as well as those now disclosed and known to exist. The provisions of any state, federal, local, or territorial law or statute providing in substance that releases shall not extend to claims, demands, injuries or damages, which are unknown or are unsuspected to exist at the time to the person executing such release, are hereby expressly waived.

HAVING READ THE ABOVE CONDITIONS AND RECEIVING THE GUIDELINES PERTAINING TO THIS RENTAL, I/WE _____
AGREE TO ADHERE TO THE CONDITIONS OF THIS AGREEMENT AND THE PAVILION RENTAL GUIDELINES.

Signature _____

Date _____

Office Use Only

A. Permit #: _____

B. Date Issued: _____

C. Receipt #: _____

D. Amount Paid: _____

E. Form of Payment (select below):

a. Cash _____

b. Check _____

c. Card _____

F. Staff Initials: _____



Livonia
PARKS & RECREATION

*****Please complete all pages of rental application*****