Parks & Recreation

General Park Fees/Guidelines

Revised 4/19/2019

1. Wedding Fee/Applies to all park areas
   *Rental must be in two hour block(s) starting on an even hour
   Fee- $50.00 per two hour block
   *Wedding Rehearsal Fee / Applies to all park areas Monday through Friday
   Fee- $25.00/ per hour

2. Vending Permits
   *$35.00 single day; $280.00 annual; $170.00 annual NFP
   $85.00 push cart permit fees

3. Open Space Permit Fee-Vending
   *$100.00 per day/ applies to open space in any park
   *Organizations/events charging fees, securing sponsorships, or fundraising in park spaces will be charged the fee.
   *Fee does not include existing rental facilities-additional facility rental fees may be required as determined by Parks and Recreation
   *Events over 100 participants must provide porta-johns and garbage removal.
   *Events will be charged direct costs due to additional clean up, porta john rental, garbage removal or other costs incurred by Parks and Recreation

4. Open Space Permit Fee- Non-Vending
   *$50.00 per day/ applies to open space in any park
   *Groups not charging any fees or fundraising in park spaces but require amenities such as electricity, water, etc.
   *Fee does not include existing rental facilities-additional facility rental fees may be required as determined by Parks and Recreation

5. Runs/Walks
   *Runs/walks starting or finishing in a park with a pavilion must rent the pavilion. The run/walk will not be scheduled if the pavilion is previously rented.
   *$50.00-4 hour maximum, $100.00- per day
   *Runs/walks requiring closing of park road(s), as determined by park staff may require the sponsoring organization to rent all park facilities affected by event

6. Organized Class Permits
   *$50.00- 5 session permit
   *10.00-Additional Session
*A session is defined as a one time event
*Sessions may not last more than 3 hours
*Groups over 40 people will not be issued permits
*Permits will only be good at park locations that are not already reserved

7. Tent Permit Fees
   * 25.00-Single Tent
   * 50.00-Multiple Tents
   * A tent permit is required any time any staking or digging is to be done; including tents, bounce houses, event signs, etc.
   * A detailed site map must be provided to park staff showing the exact location of the staking/digging
   * Customer must contact Indiana Underground (811) for underground utilities to be located

For additional questions please contact:
Daryn Schwartz (260-427-6003)
Coordinator of Athletics, Aquatics & Community Events