CLARK COUNTY PARKS AND RECREATION
TOURNAMENT RESERVATION FORM

Please type or print neatly all information requested below. Incomplete forms may delay scheduling of event or issuing permits.

Location(s) desired for tournament: _____

Date(s) of play: _____ Date(s) and time for set-up: _____
Date(s) and time for teardown: _____
Projected Daily Attendance of event: _____
Projected Total Event Attendance: _____
Organization Name: _____
Address: _____ City: _____ State: _____ Zip_____
Email Address: _____

Organization Contact Person(s): _____
Contact Phone Numbers: Preferred Number: _____
Alternate Number:_____

Describe your event:

Any and all changes to your reservation must be made to this office no less than 15 days prior to the reservation date.
Full refund will be issued if cancelled in person or in writing at least 2 weeks prior to reservation date. $15.00 Administrative Fee will be retained if cancellation occurs less than 2 weeks, but at least 72 hours prior to reservation date. No refunds on cancellations with less than 72 hours notice.

All licensing requirements, insurance binders, tent permits and health permits are the responsibility of the facility user. All special event activities (i.e., bouncing houses, children's amusement rides/games, or any other activity designated by the director) will be required to hold a two million dollar liability insurance binder with Clark County named as the co-insured for the date(s) and time(s) of the event. If the information requested (indemnity insurance and paid invoices) is not submitted or is submitted later than 15 days prior to the event, Clark County has the right to cancel said reservation.

Your assistance is necessary to protect and preserve our park and recreational facilities. Please sign your name at the space provided below, indicating your commitment to ensuring that our parks will be clean after your reserved event; and that you, acting on behalf of yourself or organization, agree to comply with all rules and regulations governing the use of park areas within Clark County. You will be responsible for repair and/or clean-up costs incurred by Clark County if the facility is damaged or vandalized as a result of this reserved use and agree to reimburse Clark County for any such expenses. Clark County Parks and Recreation reserves the right to cancel this reservation for any reason at any time.

You, the undersigned, acting on behalf of yourself or organization, further agree to expressly and forever waive and release Clark County and its employees from any and all liability for personal injuries, damages incurred arising from or connected with the reservation.

Facility User: _____ **Date**_____

Clark County Representative:_____ **Date:**_____

Attach additional sheets if needed. Return to **Al Galvin** by **October 15, 2011. Office: 455-8128; Fax: 455-8275**