

**WAUSAU PARK AND RECREATION COMMITTEE
SYLVAN TUBING HILL FACILITY RESERVATION AGREEMENT**

PRESS FIRMLY

Contact Person Name: _____

Organization (if applicable): _____ Tax Exempt #: ES-
(WI Certificate of Exempt Status Number)

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Phone: _____ Alternate Phone: _____

Estimated # of Adults(14 and older) _____ Estimated # of Youth(13 and Younger) _____
Minimum height to ride a tube is 42". No riding double on tubes.

Event Date: _____ Day of Week: _____



Time: _____ to _____ The hill may be rented within the following blocks of time depending on the day of week: 8:30 a.m. to 11:00 a.m. 11:30 a.m. to 2 p.m. 6 p.m. to 9 p.m.

Circle Tow #1 with the straight runs or Tow #2 with the S-runs to operate for group sizes up to 150. Tow #1 and Tow #2 will both operate for group sizes over 150.

(Circle all that apply for the following section)

Concessions are available during morning and afternoon tubing rentals only. If group caters, or brings in food, the concession stand will not be open. A minimum of 60 expected patrons is required for the concession stand to be open.

Will there be food? catered prepared none

Would like the concession stand open? yes no

Will there be alcoholic beverages? yes no (alcohol allowed inside the chalet only)

Will there be music? yes no

Non-refundable Holding Deposit to be paid at time of reservation is \$105.50. This deposit will be applied toward total rental fee. Rental fee is per person rate OR minimum fee amount depending on number of people, whichever is greater.

<i>OFFICE USE ONLY</i>	
Deposit Paid \$ _____ Date Paid _____	Billing Information:
	<input type="checkbox"/> Pay on Site on event date
Fees: All participants tubing will be charged regardless of age.	<input type="checkbox"/> Invoice
_____ per Child + _____ per Adult OR minimum for one tow _____ minimum for two tows _____	
Fees: tax exempt group (schools, churches, scouts, etc. with Certificate of Tax Exempt Status number provided above)	
_____ per Child + _____ per Adult OR minimum for one tow _____ minimum for two tows _____	
_____ per Child /Adult OR minimum for one tow _____ minimum for two tows _____	
Department Authorization by: _____	Date: _____

I agree to indemnify and save harmless the Wausau Park and Recreation Committee, City of Wausau and Marathon County, and their employees, elected and appointed officials, and agents from any and all liability from claims of bodily injury, property damage, or any other nature whatsoever arising out of the use of Wausau or Marathon County properties herein specified.

I have received a copy of the Facility Use Policies and Procedures located on the back of this agreement and agree to abide by all rules and regulations formulated by the Commission for the use of buildings and facilities; and to adhere to all specifications and limits listed. I understand that inaccurate information is grounds for cancellation of any reservation granted to me and may jeopardize future reservations.

User's Signature: _____ Date: _____

WAUSAU PARK AND RECREATION COMMITTEE

Sylvan Tubing Hill Use Policies and Procedures

WAUSAU AND MARATHON COUNTY PARKS, RECREATION, AND FORESTRY DEPARTMENT

212 RIVER DRIVE, STE. 2 , WAUSAU, WI 54403-5476

(715)261-1550 PARK OFFICE (715)261-1565 FAX

(715)261-1570 MARATHON PARK (715)573-2424 SYLVAN HILL

RESERVATIONS: Reservations will be accepted up to one year to date in advance. If Park Office is not open this year on the date user wants to reserve for next year, user must come in to the Park Office the following business day of this year to reserve. Dates falling on a Saturday or Sunday can be reserved the following Monday. The adult signing the reservation form is a duly authorized representative for any and all damages, missing items, and clean up.

There is a minimum 8 calendar day lead time required from the date the completed agreement reaches the Park Office and the requested tubing event date. No tubing dates will be held over the phone. A completed, signed agreement and a deposit of \$105.50 (non-refundable) must be received in the Park Office in order to reserve a tubing event date.

No morning tubing parties will be scheduled on days when the hill is open for public tubing. This includes Fridays, Saturdays, Sundays, and Holidays.

No private tubing parties will be booked on Mondays. Available time slots for private tubing rentals are Tuesday evenings, Wednesday and Thursday mornings, afternoons or evenings (two consecutive time slots only), Friday afternoons, and Sunday evenings.

The concession stand is available to be open for the morning and afternoon rentals; no concession available for the evening rentals. A minimum attendance of 60 expected patrons is needed for the concession stand to be open for the rental.

If the rental group is bringing in their own food, the concession stand will not be open for the rental.

Earliest access to the chalet for event setup is 15 minutes ahead of the groups scheduled tubing start time.

The \$105.50 deposit submitted with the completed contract will be applied toward the total rental fee which is calculated at Sylvan Tubing Hill on the event date. Groups will pay the balance of the total tubing and concession fees at the end of the tubing event unless specific arrangements/approvals have been made in advance with the Recreation Superintendent.

Alcohol is allowed if the responsible person who signed the tubing agreement says it's allowed. No alcohol is allowed on the hill. Smoking is prohibited inside the chalet.

Minimum height to ride a tube is 42". No riding double on tubes. No exceptions.

Violation of the terms of use may result in denial of future reservation requests.

CANCELLATIONS - REFUND POLICY:

The Park Department reserves the right to cancel a private rental. If the Park Department cancels a private rental, all deposits paid to date will be refunded. Private rentals are typically cancelled because of poor snow coverage or unsafe conditions on the hill or tow paths, or because of a mechanical failure of the tows or in the chalet that can not be repaired prior to the start of the rental. If the Park Department cancels a rental, the group will have the option of rescheduling their event in the current season, as open dates and times allow, or receiving a full refund of all fees paid to date.

Cancellations of scheduled private tubing parties will result in the entire \$105.50 deposit forfeited. Cancellations made the day of the event, for any reason (including cold temperatures), will result in the entire \$105.50 deposit forfeited. No rescheduling of event is allowed on the event date.

If the private group cancels one day or more before the event date, they have the option to reschedule the event date one time at no charge within the current season. If event date can not be rescheduled during the current season, the above mentioned forfeitures will apply.