



FOXFIRE VILLAGE VILLAGE GREEN PARK Request for Use of Pavilion **NON-RESIDENT**

Group/Contact Name

Date

Address

Phone

Date Requested

Time Requested

of people expected

Event Type: _____

***All Special Events must be complete and
cleaned up by 9:00 PM***

Single Shelter \$75.00 (three hours) \$ _____

Double Shelter \$150.00 (three hours) \$ _____

Additional Hour \$25.00 # of hrs at \$25 \$ _____

Total \$ _____ Chk# _____

Refundable Deposit \$200.00

Total \$ _____ Chk # _____

Deposit: Destroy __ or Return ____

***The \$200.00 deposit will be refunded after the event and determined that the facility
remained in good condition. This includes trash removal.
Please bring your own trash bags.***

A Special Event Liability Insurance Policy is **REQUIRED for Park Shelter Rentals only when the Special Events Criteria as defined in Sec. 12-27 of the Foxfire UDO are met and are unlike the customary or usual activities at the location where the event occurs. Standard Pavilion Use below threshold of a Special Event does not require Special Event Insurance Coverage. When Special Event Insurance is required, Foxfire Village must be added as an additional insured. Policy Limits Required - \$1,000,000-\$2,000,000. A copy of the policy must be submitted to the Village prior to the event. Special Event Policies may be obtained through private insurance agents or through **GatherGuard.com (844) 747-6240****

I have read and understand the Rules for Foxfire Village Green Park on the backside of this Request Form and have initialed the same. *(See Backside of Form)*

Signature of Requester

Date