



27424 Robinson Road, Oak Ridge North, Texas 77385 - (281) 292-4648 - Fax (281) 367-7729

MEP BALLFIELD

MEP PLAYGROUND PAVILION

MEP BASKETBALL PAVILION

TEDDY BEAR PARK PAVILION

Marilyn Edgar Park, 26531 Hillside Dr., Oak Ridge North, TX 77386

Teddy Bear Park, 27207 Robinson Rd., Oak Ridge North, TX 77385

****Teddy Bear Park has an occupancy max of 49 people, groups 50+ will be required to use Marilyn Edgar Park****

Applicant name: _____ Date: _____
(Please Print)

Name of Organization (if any): _____

Mailing Address: _____

_____ City State Zip Code

Phone Number: _____ (home) _____ (office)

Email: _____

Dates you want to reserve the facility: _____

Time Period: From: _____ am / pm to: _____ am / pm

Usage fee: \$10.00 per hour X _____ hours = Total paid: \$ _____ Receipt No.: _____

Baseball field usage fee: \$45.00 per hour X _____ hours = Total paid: \$ _____ Receipt No.: _____

Take by _____ Date _____

1. **POLICY:** The facility is available for use by the general public; however, to insure availability, reservations may be made by local civic groups or local church groups without a minimum expected attendance limit. Any other individual or group will not be permitted unless the expected attendance exceeds fourteen (14) people. **Reservations will have priority.**
2. **SCHEDULING:** Reservations for the facility will be scheduled during normal office hours. Reservations must be made at least ten (10) days prior to the scheduled activity. An adult (18 years of age or older) must sign for a reservation.
3. **TIMES:** The facility may be reserved between the hours of 8:00 a.m. to 10:00 p.m. with a four (4) hour maximum. Reservation requests for hours outside of those specified above must be approved by City Council.
4. **FEES:** \$10.00 per hour, unless otherwise noted
5. **REFUNDS: Usage fees are NON REFUNDABLE.**
6. **GARBAGE:** Garbage or trash should be bagged and may be placed in the dumpster. **DO NOT USE THE PARK CANS.** Garbage bags and clean-up crews are not furnished.
7. **DAMAGES:** Please report any damages to the Police Department (281) 292-4643 for the safety of the park patrons.
8. **ALCOHOL:** No alcohol beverages are permitted on park premises, which is enforced by City Ordinance.
9. **CONCESSIONS:** Concessions will not be permitted unless authorized by a city official.
10. **PUBLIC ADDRESS SYSTEM:** Loud speakers are permissible when authorized by a city official.
11. **ABUSE:** Facility abuse or non-compliance with any one or more of these rules stated in this document could result in indefinite suspension of the individual, group or organization from future use. If abuse is judged by a City Representative, **all damage repairs will be the responsibility of the individual who reserved the facility.**

I HAVE READ AND UNDERSTAND THE ABOVE DESCRIBED RULES AND REGULATIONS AND TAKE FULL RESPONSIBILITY FOR ANY DAMAGES OR ABUSE COMMITTED DURING THE RENTAL TIME PERIOD.

APPLICANT SIGNATURE: _____

Contact Sarah McClure, Director of Parks and Recreation, at smcclure@oakridgenorth.com or 713-824-0460 with any questions or to make reservations.