

Park Usage Request Form and Alcohol Waiver

Responsible Party Name: _____ Rank/Status: _____
Phone: _____ Date of the Function: _____
Date Paid: _____ Approximate Number of Attendees: _____
Function Type (official or non-official): _____ Park Requested: _____

I understand that I am responsible for the following: **(CC must initial each line for official functions)**

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- _____ Park/Facility will not be reserved until fees are paid in full.
 - _____ Conduct of all personnel at the function.
 - _____ Pets must be kept on a leash.
 - _____ Fires are limited to barbecue grills or fire pits. All fires will be extinguished and coals dumped into coal bin and grills cleaned prior to leaving park.
 - _____ All trash must be removed and placed into dumpsters.
 - _____ Private Organizations are not authorized to sell or serve alcoholic beverages (AFI 34-223).
 - _____ Alcohol **will /will not** be served/present at this function (please circle one) (serving alcohol At your event requires a letter from your commander stating what the event is).
 - _____ Commanders and responsible individuals are required to review AFI 34-219 prior to serving alcohol at this function.
 - _____ Alcohol will not be consumed or served to minors (under 21 years old).
 - _____ Alcohol will not be procured from an off-base source for this function.
 - _____ Alcohol will not be sold at this function.
 - _____ Any person in attendance displaying any evidence of intoxication will not be permitted to consume alcohol.
 - _____ Food, snacks, soft drinks and/or non-alcoholic beverage will be available for all participants.
 - _____ No one will be permitted to drink and drive. A designated driver program will be in place and everyone will be briefed on the program.

Note: The baseball fields near Arnold Park are not included in your usage fee and must be reserved separately through the Fitness Center at 277-2212.

Your Signature and Date

Unit Commander Name
Signature Block

Your request to reserve the park **is/is not** approved.

JANICE L. HOLLEN, NH-IV, DAF
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