

Park Usage Request Form and Alcohol Waiver

Responsible Party Name: _____ Rank/Status _____
Phone? _____ Date of Event: _____
Date Paid: _____ Number of Attendees: _____ Park Requested _____
Event Type: Official or Non-Official: _____

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

- _____ Park/Facility will not be reserved until fees are paid in full.
- _____ Conduct of all personnel at the event.
- _____ Pets must me kept on a leash.
- _____ Fires are limited to BBQ grills or fire pits. All fires will be extinguished and coals dumped into the 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.
- _____ Alcohol will/will not be present at this function (please circle one). **Serving alcohol at your event requires a letter from you 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 beverages 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: Baseball fields are not included in you usage fee.**

Responsible Party Printed Name

Unit Commander Printed Name

Signature

Unit Commander Signature

Approved/ Disapproved

PAUL KEENAN, DAF
Director, 412th Force Support Squadron