

**City of Mason City – Parks & Recreation Department
Shelter House Form**

100 S Federal Ave, Suite 201, Mason City, Iowa 50401

Phone: 641-421-3673 Fax: 641-421-3635

Office Hours: *Monday – Friday 8:00 a.m. – 4:00 p.m.*

(Reservations taken for the months of May through September)

Date of Application _____ Date of Reservation _____

Approximate Number of People _____ Time Reserved: _____ to _____

FEE: _____ hrs. X \$7.00/hr. = \$ _____ Deposit (\$50 For Band Shell Only): _____
Deposit is in addition to rental fee

Name of the Responsible Person _____

Address: _____ Phone Number: _____

E-mail address: _____

FACILITY LOCATION

(Park Hours 6:00 a.m. – 11:00 p.m.)

(noise 100 dB, 50 ft. from sound equipment – noise time frame 10:00 a.m. – 11:00 p.m.)

_____ **EAST PARK SHELTER #1**
(West of Band Shell – cap. 60-75)

_____ **PARKER’S WOODS**
(1st NW & North Jackson – cap. 60-80)

_____ **EAST PARK SHELTER #2**
(middle of park South side of Parking Lot – cap. 60-75)

_____ **GEORGIA HANFORD**
(22nd SE & S. Pennsylvania – cap. 75-100)

_____ **EAST PARK SHELTER #3**
(middle of park North side of Parking Lot – cap. 75-100)

_____ **LESTER MILLIGAN**
(15th SW & S. Pierce – cap. 60-75)

_____ **EAST PARK SHELTER #4**
(West of Deer Pen-top of hill – cap. 75-100)

_____ **FREDERICK HANFORD**
(23rd SW & S. Monroe – cap. 60-75)

_____ **EAST PARK GAZEBO**
(East side of East Park above duck pond – cap. 25-50)

_____ **PRAIRIE PLAYGROUND**
(East Park by Train – cap. 50-60)
(pay phone by Steam Locomotive)

_____ ***EAST PARK BAND SHELL**
(West of Shelter #1) (additional \$50 deposit)

_____ **Additional needs please list**

*The key to the Band Shell can be checked out on Friday prior to the reservation, between the hours of 8:00 AM and 4:00 PM and shall be returned no later than 4:00 PM the following Monday.

Any tents, bouncing houses or anything that requires staking to the ground MUST call Iowa One Call to locate utilities @ 1-800-292-8989 48 hours in advance. They do not do locates on the weekends.

Picnic Packs including: VB, VB Net, Soccer ball, Basketball, Football & Frisbees are available to rent @ Office - Fee \$7

Credit Card # _____ Expiration Date _____ CSV# _____
(we accept: Master Card – VISA – American Express ONLY) fill out and Fax to: 641-421-3635

www.masoncity.net

Reservations are non-refundable.