



North Valley Park Disc Golf Course Reservation Request

All organizations or individuals requesting to run a tournament and/or organized use of the North Valley Park Disc Golf Course for business purposes are required to rent the facility.

Date(s) Requested: _____

Fees:

Weekday ___ Resident: \$250 per day ___ Non-Resident: \$275 per day
Weekend ___ Resident: \$550 per weekend ___ Non-Resident: \$575 per weekend

Sales tax and online credit card payment fees will be added to total rental fee

Name of Organization (if applicable) _____

Contact Name: _____

Address: _____

Home Phone: _____ Mobile Phone: _____

E-Mail Address: _____

Type of function: _____ Number of guests expected: _____

Event Start Time: _____ Event End Time: _____

Please complete this form and send to jdorshak@ighmn.gov.

Required for rental:

- Payment in full a minimum of one week prior to event.
- Completed permit and contract
- Certificate of insurance showing the City of IGH as additional insured.

User's Signature

Date

City of Inver Grove Heights Parks and Recreation

DISC GOLF RESERVATION PROCEDURES and RULES

Reservation Procedure

- Reservation inquiries may be directed to Julie Dorshak at jdorshak@ighmn.gov
- Requests for reservations may only be made by individuals who are at least 18 years of age.
- Reservations are accepted on a first-come, first-served basis.
- Reservations are confirmed upon the full payment, Certificate of Insurance (if applicable) and signed contract.
- The signed contract and payment are due a minimum of 7 days prior to the rental.
- South Valley Park shelter use is not part of the rental, it may be rented online separately at www.ighmn.gov/parks
- User must have the approved permit confirmation with them at the course on the day of the reservation.

Payment Method

- All fees must be paid in full online or in person at the Community Center.

Cancellation Procedure

- Reservation fees are **refundable** if the reservation is cancelled seven (7) days prior to reservation.

Event Hours

- The park hours are from 6:00 a.m. to 10:00 p.m. All event-related trash and debris must be cleaned up, all signage removed and all guests must depart by dusk.

Responsible Party

- The reservation holder will be financially responsible for any damage to the City's facilities or grounds occurring during the reservation period.

Parking

- Parking is permitted in marked parking spaces only.
- Parking/driving on the grass or under the pavilion is strictly prohibited.
- No outside vending is permitted without an approved vendor permit.

General Rules

- All trash generated during the event must be properly disposed of in garbage cans on facility.
- User will be charged for additional portable restrooms placed at site if tournament is large enough to deem additional restrooms.