



# Village of Rochester

Incorporated in 1869

#1 Community Drive  
Rochester, Illinois 62563

## ROCHESTER COMMUNITY PARK RESERVATION CONFIRMATION

### PARK RULES AND INFORMATION

**ALL FEES ARE NON-REFUNDABLE – Reservation is complete after submittal of payment & form is received in the Village Office.**

#### RESERVATION FEE FOR LARGE PAVILION

\$50.00 for Rochester residents (living within the Village limits)

\$100.00 for non-residents (living outside the Village limits)

#### RESERVATION FEE FOR COMMUNITY PARK SMALL PAVILION & NORTH PARK PAVILION

\$25.00 for Rochester residents (living within the Village limits)

\$50.00 for non-residents (living outside the Village limits)

**Trash Disposal:** Help keep our park clean. Please take your trash to the dumpster at the Community Park & the trash cans at **North Park**, do not depend upon the garbage can at the pavilion and other areas to be emptied by someone else. The Village does not have a weekend maintenance person; therefore, those using the park are responsible for helping to keep the park clean.

**Have this form with you on the date you have reserved the facility.**

The Village will post a weekly Park Reservation sheet that will show the dates, times, and who has reserved the park facilities.

If you have a reservation discrepancy, please call the Rochester Police Department non-emergency phone number at 381-8351 and ask a police officer to come to the park.

If you have questions about your park reservation, call the Village office at 498-7192. The office will have the original approved reservation request.

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**Area Reserved:**     **Large Pavilion**         **Small Pavilion**         **North Park Pavilion**

**Date Reserved:** \_\_\_\_\_

**Time Reserved: From:** \_\_\_\_\_ **To:** \_\_\_\_\_

#### Office Use Only

Date Reservation Request Submitted: \_\_\_\_\_ Reservation Request By: \_\_\_\_\_

Fee Amount Charged: \$ \_\_\_\_\_ Check # \_\_\_\_\_ Cash: \_\_\_\_\_ Date Paid: \_\_\_\_\_

Reservation Approved by: \_\_\_\_\_