



As a renter of a City of Pflugerville Parks & Recreation Facility, the following are your responsibilities with regard to your reservation at the Lake Pflugerville Park Pavilion:

It is strongly recommended that you bring your permit with you on the day of your reservation. If there is any dispute over your reservation with another party, please call the Parks and Recreation Office first at (512) 990-6350, if no answer please call the Pflugerville Police Department at (512) 990-6700 to correct the situation. **PARK RESERVATIONS ARE AN OUTDOOR EXPERIENCE. REFUNDS ARE NOT GIVEN FOR THOSE EXPERIENCES YOU MIGHT ENCOUNTER IN THIS OUTDOOR ENVIRONMENT (ants, bees, birds, leaves, weather, etc.).** Lake Pflugerville is a public park. Permit holder may use the playscape, beach area, trail or any grounds surrounding the Lake, but please note that they are not part of the reservation and must remain open to the public. Permit holder has a reservation for the Pavilion only. Reservation hours are 10am-10pm. **MAXIMUM CAPACITY FOR THIS FACILITY IS 125.**

Please read and initial all of the following:

- \_\_\_\_\_ Parking your vehicles or other vehicles in your party is NOT permitted anywhere other than the parking lot of Lake Pflugerville Park.
- \_\_\_\_\_ The swim beach at Lake Pflugerville is swim at your own risk; there are NO lifeguards on duty. It is also public property and is not for exclusive use of permit holder. Permit holder is responsible for all parties at their event.
- \_\_\_\_\_ No live music, amplified sound, DJ's, or any equipment requiring the use amplified sound is permitted.
- \_\_\_\_\_ City Ordinance Park curfew is 10:00 PM and is strictly enforced. Rental hours are 10am-10pm. **Rental periods include both set up and take down/clean up, and are made for your arrival and departure time. Plan accordingly.**
- \_\_\_\_\_ Glass containers, of any kind, are not permitted in any Pflugerville Parks.
- \_\_\_\_\_ Alcohol is permitted in Parks, but NO glass containers of any kind. The permit holder is responsible for all parties present at their event.
- \_\_\_\_\_ Pets brought to your event must be on a leash per City Ordinance.
- \_\_\_\_\_ Petting Zoos are NOT allowed.
- \_\_\_\_\_ Fireworks, space heaters and ground fire pits are not permitted at any time.
- \_\_\_\_\_ The Park is public property. No Organization shall have the exclusive use of the Park nor may it ban the use of the Park by any other person. The Parks & Recreation Department is only assuring the private use of the Pavilion in your reservation.
- \_\_\_\_\_ The Permit holder is responsible for making sure all areas used are left clean, trash and other refuse MUST be put in the dumpster. As part of your clean-up, all ropes, ribbons, balloons, signs, etc., used at the Pavilion area MUST be removed.
- \_\_\_\_\_ The Parks & Recreation Department reserves the right to cancel this reservation due to adverse impact on the Park (i.e. heavy rains preceding the event). If the reservation is canceled for these reasons by the Parks & Recreation Department, a full refund will be granted.
- \_\_\_\_\_ Cancellation Refunds are as follows:

Within 15 business days prior to event: Refund full reservation fee minus \$7 finance charge

Within 14 to 6 business days prior to event: Refund full amount as a credit on PARD account

Within 5 business days prior to event: NO REFUND or CREDIT on PARD account will be given

**Refund requests take 3-4 weeks to process.**

Permit holders shall indemnify and hold harmless the City of Pflugerville, its elected officials, directors, agents, and employees from all claims, demands, or expenses including, but not limited to, those from death, for personal or bodily injuries, or from property damages arising out of or in connection with the use of the premises of the Park, by users or arising out of acts of omission of users, their employees, agents, representatives, customers, guests or invitees.