



**POINTE COUPEE PARISH GOVERNMENT PARKS AND RECREATION  
1400 MAJOR PARKWAY  
NEW ROADS, LA 70760  
225-638-3870**

***RECREATION SITE RESERVATION FORM***

**DOES NOT APPLY TO THE RENTAL AND USE OF THE  
FOOTBALL/BASEBALL/SOFTBALL FACILITIES AT FALSE RIVER PARK.**

ISSUED TO: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

PARK LOCATION: \_\_\_\_\_ PURPOSE: \_\_\_\_\_

DATE/TIME: \_\_\_\_\_ ESTIMATED ATTENDANCE: \_\_\_\_\_

As a condition of this reservation, the above-named individual/group agrees to the following requirements. **All reservations are subject to approval by the parish and must be made 14 business days prior to the event:**

1. Park hours are 8:00 a.m. to sunset. The park must be vacated and all trash disposed by sunset.
2. Consumption and sale of alcohol is prohibited No glass containers are allowed.
3. No boiling and/or serving of any seafood.
4. No animals allowed on park property except designated service animals.
5. ATVs and golf carts are prohibited.
6. All tobacco products including e-cigarettes/vape are prohibited.
7. All trash generated from usage must be picked up and disposed of in the containers located on the site. The Lottie park requires that all trash must be taken with you.
8. Any damage to property and/or problems encountered during this usage must be reported to Parks and Recreation within 48 hours.
9. A **damage/cleaning deposit** in the amount of **\$100.00 per day** is required made payable to **PC Parish Government and must be paid prior to the event.** The deposit will be held and only returned after an inspection by Parks and Recreation.

*I hereby agree to these terms/conditions and understand that the parish has the right to refuse this rental request, and limit the number of persons attending, I understand that I am financially responsible for any damages to the facility during this rental period. I also understand that I may be required to obtain liability insurance, additional permits, and/or security through the Pointe Coupee Parish Sheriff's Office, at my expense.*

Signature/Print Name: \_\_\_\_\_

Recreation Manager: \_\_\_\_\_

Parish President: \_\_\_\_\_