



# Village of Ruidoso Parks & Recreation Department

Office Located at 801 Resort Drive Mail form to: 313 Cree Meadows Drive, Ruidoso, NM 88345  
Office: (575) 257-5030 \* Fax: (575) 257-3897  
Dept. E-mail: [parksrec@ruidoso-nm.gov](mailto:parksrec@ruidoso-nm.gov)

## PARK FACILITY USE FORM & PERMIT

Event Name: \_\_\_\_\_ Event Date(s) & Time(s): \_\_\_\_\_

Contact Information (Print full name): \_\_\_\_\_ Email: \_\_\_\_\_

Agency/Group: \_\_\_\_\_

Address: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Night Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_

Est. # of People/Teams: \_\_\_\_\_ Fees charged for participation: \_\_\_\_ Yes \_\_\_\_ No Non-Profit: \_\_\_\_ Yes \_\_\_\_ No

### REQUIREMENTS

- All rental fees are due with submission of this form.
- A Refundable Damage/Clean up Deposit is required and due as part of Special Event Application. (Family Use does not require a Special Event Application).
- Copy of liability insurance naming Village of Ruidoso as additional insured is required as part of Special Event Application and prior to use of facility.

	RENTAL Cost	# OF Days	# OF Field/Teams	COST
<input type="checkbox"/> Wingfield Park (Full Day) - Includes electricity	\$350/day	_____	_____	_____
<input type="checkbox"/> Wingfield Park (Partial Day Max. 4 hrs) No electricity	\$75/partial day	_____	_____	_____
<input type="checkbox"/> School House Park	\$75/day	_____	_____	_____
<input type="checkbox"/> Two River's Park	\$75/day	_____	_____	_____
<input type="checkbox"/> Grindstone Lake &/or Trail	\$75/day	_____	_____	_____
<input type="checkbox"/> Parking Lots	\$75/day	_____	_____	_____
<input type="checkbox"/> Pavilion @ _____ To be rented AM until noon or PM starting at 12:30 pm	\$40/partial day \$75/day	_____	_____	_____
<input type="checkbox"/> Athletic Fields (Other Use)	\$75/day/field	_____	_____	_____
<input type="checkbox"/> Athletic Fields/Sand Court (League/Tournaments)	\$20/team	_____	_____	_____
<input type="checkbox"/> Volleyball Sand Court (1/2 Day Family Use) To be rented AM until noon or PM starting at 12:30 pm – only	\$15/partial day \$25/Day	_____	_____	_____
<input type="checkbox"/> Other: _____	\$ Negotiated	_____	_____	_____

Office Use Only: Deposit rental fees to Revenue Code 05-155-30802

**Payment Received**     Check: # \_\_\_\_\_     Cash    **VOR Rcpt #** \_\_\_\_\_    **TOTAL Amount:** \_\_\_\_\_

I, THE UNDERSIGNED, acknowledge that the Village of Ruidoso Parks & Recreation Department is renting me the above facilities in good faith.

I understand that designated playgrounds cannot be solely reserved. Should inclement weather occur it is the applicant's responsibility to insure the safety of this event/rental. I also understand that there will be NO REFUNDS due to inclement weather and that the Parks & Recreation Department will make every effort to move this reservation to another available date.

I have read and understand this agreement with Village of Ruidoso and will abide by the conditions set forth by the Village of Ruidoso and the Parks & Recreation Department.

I fully understand that failure on my part to care for and clean facility may result in me being required to lose my deposit and/or pay for full costs of any damages and clean up costs, up to and including forfeiture to use Village of Ruidoso properties in the future.

Signature (must be over 18) \_\_\_\_\_ Date \_\_\_\_\_

Staff Assisting Customer: \_\_\_\_\_ Date Completed: \_\_\_\_\_

Entered in Calendar: \_\_\_\_\_ Activenet Permit # \_\_\_\_\_