

Lancaster Park Reservation

Spencer Lake and Jaycee Park at 514 E Davis Street

Date of Reservation:

Time:

Name:

Contact Phone #:

Shelter: top or/and bottom

Email:

General reason for reservation:

Number of People:

Need to Know Information:

Your Responsibilities	City Responsibilities
Place a reserve sign on shelter 24 hours prior to event	Trash Removal
Tables may need cleaned before use, please bring supplies	Available restrooms and supplies
Be sure that restroom lights and sinks are off	No rental fee <u>but donations are appreciated</u>

City Contact Information:

Phone: (660) 457-3022

Email: cityhall@marktwain.net or lanmoclerk@gmail.com

Website: lancastermo.com **Address:** PO Box 477, Lancaster, MO 63548

Signature_____

Lancaster Park Reservation

Spencer Lake and Jaycee Park at 514 E Davis Street

THIS SHELTER

IS RESERVED

DATE:

TIME:

If you would like to reserve this shelter please call

City Hall **660/457-3022**

For a reservation form go to Lancaster's website:

lancastermo.com/parks-and-recreation

Signature _____