

Fort Wayne Parks & Recreation

Freimann Square Rental Application

Name of Event: _____

Is Event Open to the Public? _____

Date(s) of Event: _____

Start Time AM/PM: _____

End Time AM/PM: _____

Please Describe Event and Scope of Activities: _____

Estimated Total Attendance Per Day: _____

Applicant: Organization: _____

Contact Person(s): _____

Phone: _____ Phone During Event: _____

Mailing Address: _____

Email: _____

Submit Completed Applications to: Fort Wayne Parks & Recreation, 705 E. State Blvd, Fort Wayne, IN 46805

****PAYMENT MUST ACCOMPANY SUBMITTED APPLICATION TO OFFICIALLY RESERVE PARK****

Accepted Payment Methods: Cash/Check/Money Order made out to "Board of Park Commissioners

Credit Card (Visa/MC/Discover) # _____ EXP _____ CVV (on back) _____

Freimann Square Rental Requirements & Guidelines

- Freimann Square can be rented for \$50 (2-hour block), or \$100 (Daily Rental).
- Removal of trash/event signs/ etc. from park grounds.
- If any items are being sold a Parks & Recreation vending permit is required (\$35/daily, \$280/annual).
- Freimann Square no longer has restrooms available. Renter must bring in their own portable restrooms if needed.
- Depending on event size, extra restrooms & trash removal may be required at the responsibility of the event organizer.
- Fort Wayne Parks & Recreation no longer provides or rents stages.
- Access to electricity is available in Freimann Square. A key may be needed to hook up to extra power.
- A rental of Freimann Square does not give your event exclusive rights to the park. It is still a public park and others may still walk through the park grounds.

****Please make sure to read through the Fort Wayne Parks & Recreation Special Event Planning Guide for more important event related information. ****

**** If you have questions please contact the Fort Wayne Parks & Recreation Special Events Coordinator at (260) 427-6003****

*I acknowledge I have read and agree to above requirements/guidelines.

Signature: _____