



# NOTIFICATION FORM

For private gatherings  
of 200 people or more  
in an Oshtemo Township Park



**OSHTEMO TOWNSHIP**  
7275 West Main Street, Kalamazoo, Michigan 49009  
(269) 375-4260

Gathering will be held in:  Township Park  
 Flesher Field

Date of Gathering \_\_\_\_\_

Hours of Gathering \_\_\_\_\_

Estimated number expected to attend \_\_\_\_\_

Description of Gathering \_\_\_\_\_

What part of the park will be used? \_\_\_\_\_

Please check the box below if your gathering will include any of the following. Separate approval from the Township office is required for these uses.

- Bouncing inflatable or dunk tank
- Canopy over 100 square feet in area
- Sound amplifying equipment

Contact Name: \_\_\_\_\_

Organization Name (if applicable): \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

- I understand the park is a public facility and will remain open to the public during my gathering.
- I understand that this notification form does not imply exclusive use of any part of the park or park facility.
- I have read & agree to comply with the park rules on the reverse side.

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Staff Use: Received by: \_\_\_\_\_ Date: \_\_\_\_\_

**Township facilities are built & furnished with public funds of its taxpayers. Township officials, being aware they are custodians of taxpayers' property, have formulated the following rules for all park users. To insure proper use, the facility is monitored through physical inspection and/or video surveillance.**

## **Park Rules**

1. The park is open from sunrise to half an hour after sunset.
2. Certain facilities may be reserved. See the Oshtemo Township website for details. All other facilities are to be used on a first come-first serve basis.
3. Pets must be on a leash and kept under control.
4. Owners must clean up after their pets
5. Smoking, alcohol, and controlled substances are prohibited.
6. Hitting golf balls is prohibited.
7. Discharge of firearms, archery equipment, hunting, and trapping are prohibited.
8. Fires are permitted in grills only.
9. No cooking oil may be left on site.
10. Disorderly conduct, including loud music, loud swearing, or otherwise disturbing the peace, is prohibited.
11. Please don't litter! Use trash receptacles provided.
12. Pedestrians have the right of way on all paths. Bicycles and other non-motorized vehicles should be courteous of others using the park.
13. Motor vehicles are permitted in designated parking areas only. Violators will be subject to fine.
14. Overnight parking is prohibited without prior written approval from the Township.
15. Loitering and impairing other visitors' use of park property is prohibited.
16. It is unlawful to destroy or damage park property, trees or plants.
17. All gatherings of 200 persons or more in a Township park require advance notice to the Township.
18. Police Officers or Township employees may request any person to leave for cause. Violation of park rules is a violation of law and subject to fines. (Ordinance 215).