



City of Baxter

PO Box 2626
13190 Memorywood Drive
Baxter, MN 56425
Phone (218) 454-5100, Fax (218) 454-5103
www.baxtermn.gov

Thank you for your interest in the **Berrywood Park** for your gathering. To reserve the pavilion, a rental fee is required.

Monday through Friday \$55.00 + \$4.33 sales tax **7.875%** = \$59.33
Saturday and Sunday \$80.00 + \$6.30 sales tax **7.875%** = \$86.30
Cancellation Fee \$15.00 (must cancel by Noon previous business day)

Please note: consumption of alcoholic beverages is not permitted. (Ref. 3-3-9 of City Code) You are responsible to ensure that there is no damage to the park facilities. The grounds must be left clean. We cannot reserve the ball fields or recreational areas, therefore, other areas of the park may be in use so please be respectful of others.

Park hours are 6:00 a.m. – 10:00 p.m. Bathrooms are normally open 7:00 a.m. to 8:30 p.m. from May 1-October 31, weather permitting. The kitchen closes at 8:00 p.m.

Bouncy houses require renters to provide a certificate of insurance that lists the City as an additional insured to be submitted with this form. (Rental of park pavilion is required to set up bouncy house in city parks which will be marked by staff.)

If you have problems with the park facilities during your rental time, please contact City Hall at (218) 454-5100 if it is during regular business hours.

If after hours, please contact the Baxter Police Department at (218) 454-5090 or Alex, Parks Supervisor, at (218) 513-9504.

Please complete the following and sign the form to indicate that you understand our policy. Return this form to City Hall with the rental fee. Please note: there will be a \$15.00 reservation cancellation fee deducted from any refund requested. Must be cancelled by Noon on the previous business day to receive a refund.

Name _____ Phone _____

Address _____

Group(if any) _____ How many? _____

Date _____ Time: from _____ to _____

Pavilion(s) to be reserved:

_____ Large pavilion (has electricity)

Signature _____

OFFICE USE

Date paid _____ Receipt # _____

Information on parks outlook calendar _____

Berrywood Park

1 Pavilion

Picnic Tables 8 Small, 8' (Seats 40)
 2 Large, 10' (Seats 20)

1 Grill 1 Small (16' x 24')

Water Fountain

Rest Rooms

Playground Equipment featuring:
 Swing Set
 Slide
 Play Structures

1 Ball Field – 275' Outfield Fence

Bleachers on Fields

1 Tennis Court

1 Basketball Court

Bike/Pedestrian Trail Access