

Facility Reservations Receipt



Attachment A

Receipt # 1211661
Payment Date: 07/03/2022
Household: 27767

KATEY NELSON/DEMARAIS
 5100W 36TH ST
 #16361
 MINNEAPOLIS MN 55416

Maple Grove Parks & Recreation
 12951 Weaver Lake Rd
 Maple Grove, MN 55369
 Phone: (763)494-6500

Reservation Details: Weaver Lake Comm Pk, Weaver Lake Park Open Space

Address: 8401 Maple Grove Parkway, Maple Grove, MN, 55311
Reserv. Contact: **Katey Nelson/DeMarais**
Phone Number: **(952)567-1423**
Reserv. Number: 20957
Status: Firm
Anticipated Count: 499

| <u>Date(s) And Times</u> | <u>New Fees</u> | <u>Total Fees</u> | <u>New Paid</u> | <u>Total Paid</u> | <u>Amount Due</u> |
|-------------------------------|-----------------|-------------------|-----------------|-------------------|-------------------|
| Sat 05/20/2023 6:00A to 2:00P | 415.05 | 415.05 | 0.00 | 0.00 | 415.05 |

| <u>Fee Description</u> | <u>Amount</u> | <u>Count</u> | <u>Discount</u> | <u>Sales Tax</u> | <u>Total Fee</u> |
|----------------------------------|---------------|--------------|-----------------|------------------|------------------|
| NonResident Special Use Fee | 200.00 | 1.00 | 0.00 | 15.05 | 215.05 |
| NonResident group 100-499 people | 200.00 | 1.00 | 0.00 | 0.00 | 200.00 |

Special Questions: Purpose: 4th Annual Friendship Walk
 Actual Arrival and Departure Time for Rental: 6am-2pm
 Reservation Comment Code:
 Special Use Permit Needed if:
 Certificate of Insurance received: No

Reservation Details: Weaver Lake Comm Pk, Weaver Lake picnic pavilion

Address: 8401 Maple Grove Parkway, Maple Grove, MN, 55311
Reserv. Contact: **Katey Nelson/DeMarais**
Phone Number: **(952)567-1423**
Reserv. Number: 20957
Status: Firm
Anticipated Count: 499

| <u>Date(s) And Times</u> | <u>New Fees</u> | <u>Total Fees</u> | <u>New Paid</u> | <u>Total Paid</u> | <u>Amount Due</u> |
|-------------------------------|-----------------|-------------------|-----------------|-------------------|-------------------|
| Sat 05/20/2023 6:00A to 2:00P | 200.00 | 200.00 | 0.00 | 0.00 | 200.00 |

| <u>Fee Description</u> | <u>Amount</u> | <u>Count</u> | <u>Discount</u> | <u>Sales Tax</u> | <u>Total Fee</u> |
|-------------------------------|---------------|--------------|-----------------|------------------|------------------|
| NonResident group 100+ people | 200.00 | 1.00 | 0.00 | 0.00 | 200.00 |

Facility Reservations Receipt



Receipt #

1211661

Payment Date:

07/03/2022

Household:

27767

Facility Comments

Due to COVID-19 capacity numbers are limited and your party must meet the current guidelines at time of event date.

All pavilion rental fees are due at time of booking. All planned activities must be disclosed and must comply with City Codes and regulations. ~ Permit gives exclusive use of the designated area only. Park will remain open to visitors.

~ All trash must be placed in trash cans. If area is not left clean and in good condition, it may be cause for forfeiting deposit. ~ Tobacco use and alcoholic beverages are prohibited. ~ Electricity is limited. Use of more than 4-6 small appliances will likely trip the circuit breaker which may be cause for forfeiting deposit. ~ Do not attach materials or decorations to any part of the structure. ~ Permit must be immediately available upon request and is non-transferable. ~ Refunds issued only for cancellations 30 days prior to the event. ~ No refunds due to inclement weather. Events may be rescheduled on another available date.

Special Questions:

Purpose: 4th Annual Friendship Walk
Actual Arrival and Departure Time for Rental: 6am-2pm
Reservation Comment Code:
Special Use Permit Needed if:
Certificate of Insurance received: No

Processed on 07/03/22 @ 3:19 pm by jarneson

| | |
|----------------------|---------------|
| Total New Fees | 600.00 |
| Total New Taxes | 15.05 |
| Total Due | 615.05 |
| Total Fees Paid | 0.00 |
| Total Paid | 0.00 |
| Balance From Receipt | 615.05 |

Household Balance Information

Overall Household Balance Due 615.05

Facility Reservations Receipt



Receipt #

Payment Date:

Household:

1211661

07/03/2022

27767

Agreement and Consent

In consideration of being allowed to use said facility, the undersigned hereby voluntarily assumes all risks of accident or damage to its property and to the persons and property of its members, or third person sustained during the above rental periods and hereby agrees to defend, indemnify and hold harmless the City of Maple Grove and Maple Grove Park and Recreation Board from all liability, charges, expenses and cost for any such damage to persons or property, however occurring except for those damages solely caused by the intentional acts of the Lessor. It is understood that Maple Grove Parks and Recreation Board reserves the right to cancel this agreement for any default by the undersigned in the terms of this agreement and to reschedule the dates or time of permitted use of said facilities, for just cause, upon verbal or written notice with a written document confirming arrangements with the undersigned.

The undersigned is 18 years of age or older and hereby agrees that any of its members using the facilities of the City of Maple Grove will abide by all rules and regulations during use of the facilities. The City reserves the right to demand and receive full compensation for unused reserved time or for damage of facilities. Special permits and Security Guard are required when alcohol is to be present and the Reservation/Permit Holder must be 21 years of age or older.

By signing and/or paying for the facility reservation, the RESERVATION/PERMIT HOLDER agrees to the terms and conditions of use.

SIGNATURE

DATE

PRINT NAME

REMIT PAYMENTS:

1. FACILITY/ROOM RENTALS: Fill in applicable information.

PAYMENT OF \$ _____ Check# _____ VISA/MasterCard/Discover/Am
Express

(circle)

2. CREDIT CARD payments can be faxed to secured fax line 763-494-6456, mailed, or paid via Web Trac (see instructions below).

Credit Card # _____

Expiration Date: _____

3. CHECK payments are to be made payable to: "MGPR" or Maple Grove Parks & Recreation.

4. MAIL TO: Maple Grove Parks & Recreation, 12951 Weaver Lk Rd, Maple Grove MN 55369.

NOTES REGARDING PAYMENTS:

INSTRUCTIONS TO MAKE A FACILITY RESERVATION PAYMENT ONLINE.

1. Enter online portal WebTrac in your browser: <https://webtrac.maplegrovern.gov>

2. Sign into your Household Account

a. "Sign In/Register" in the top right corner

b. Note: Customers who have an existing Facility Reservation will already have an account created. DO NOT create a new account. The first time you login, your mail will be the username and password. You will be prompted to change your password the first time you login.

c. If you are trying to reset your password and do not receive a reset email, check your Spam/Junk folder

Facility Reservations Receipt



Receipt #

1211661

Payment Date:

07/03/2022

Household:

27767

-
3. Click "Cart" at the top of the screen
 4. Click "Pay Old Balances"
 5. Select the reservation(s) you are paying
 6. Click "Add to Cart"
 7. Click "Proceed to Checkout"
 8. Verify the payment method and customer information
 9. Enter the payment information
 10. Click "Continue"
 11. Click "Submit Payment"

For help with the online portal WebTrac, please call the Community Center front desk at 763-494-6500 during business hours 8am - 6pm, Monday through Friday.

Authorized Signature

Date