

**TOWN OF SYLVA**

Parks and Recreation Department  
83 Allen Street  
Sylva, N.C. 28779

Phone: (828) 586-2719 Fax: (828) 586-8134 E-mail: [townclerk@townofsylva.org](mailto:townclerk@townofsylva.org)

**RESERVATION/USE PERMIT**

**Please select one:** \_\_\_\_\_ POTEET PARK PICNIC PAVILION \_\_\_\_\_ BRYSON PARK PICNIC PAVILLION

Date of Use: \_\_\_\_\_ Time Available: 10:00 a.m. – 10:00 p.m.  
Hours of Use: \_\_\_\_\_  
Number of Hours: \_\_\_\_\_  
Fee (\$25/2 hr (residents): \_\_\_\_\_  
(\$50/2 hr (non-residents): \_\_\_\_\_

Type of Function: \_\_\_\_\_ Organization: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Approximate Number of People: \_\_\_\_\_ (Maximum of 75)

**CONFETTI AND PIÑATAS ARE STRICTLY PROHIBITED**

**APPLICANT AGREES AND UNDERSTANDS THE FOLLOWING PARK RULES:**

1. The facility user fee must be paid prior to facility use
2. Facility user must have an approved permit before using the pavilion
3. Permit is for pavilion only
4. The park remains open to the public at all times
5. Vehicle parking is in designated spaces only. No vehicles allowed in park
6. The applicant is responsible for all damages
7. The applicant is responsible for ensuring pavilion area is left in a clean and sanitary condition
8. Failure to leave area in a clean and sanitary condition shall result in an additional fee of \$20.00
9. Fires are permitted only in approved cooking grills
10. The park will be closed at 10:00 p.m.
11. Cancellations must be made four business days prior to reservation for refund
12. The restrooms are for public use at all times
13. POSITIVELY NO ALCOHOLIC BEVERAGES ALLOWED
14. All fund raising activities shall be approved by the Town Manager

FAILURE TO ABIDE BY ALL RULES AND REGULATIONS, OR FAILURE TO DISCLOSE INFORMATION REGARDING ACTIVITIES SHALL RESULT IN REVOCATION OF PERMIT AND IMMEDIATE REMOVAL FROM THE PREMISES.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Town Official Approval

\_\_\_\_\_  
Date