



Fort Bragg
Park Rental Agreement
www.bragg.armymwr.com



Thank you for choosing Fort Bragg Parks as your preferred location to host your event.

Effective July 27, 2021

Reservations for Smith Lake, Wilson, Woodland, and Flight Line Parks may be made at:
Smith Lake Recreation Area Office: 910-396-5979 / 910-396-5984

Military Unit or Individual Name: (Please Print) _____

Point of Contact: _____

Phone Number: _____

Email: _____

****PARK RENTALS DO NOT INCLUDE THE PLAYGROUNDS****

Smith Lake Recreation Area:

Area	Date	Time	Number of Patrons	Fee
Smith Lake Area A (3 Pavilions, Electric, Water, B-Ball Court)				
Smith Lake Area B (3 Pavilions, Water, B-Ball Court)				
Smith Lake Area E (Volleyball, Basketball, Horse shoes, Pavilions)				
Smith Lake Area D (Volleyball, Basketball, Horse shoes, Pavilions)				
Smith Lake Entire Park (Area A, B, C, D)				
Beach Large Pavilion (fee is non-refundable)				
Beach Small Pavilion (fee is per pavilion and is non-refundable) check all that apply: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4				

Wilson Park:

Area	Date	Time	Number of Patrons	Fee
Playground Area (Pavilion 1,2)				
Fishing Pier Area (Pavilion 3,4)				
Entire Park (Pavilion 1, 2, 3, 4)				

Pope AAF Woodland Park:

Area	Date	Time	Number of Patrons	Fee
Woodland Park Entire Park (Pavilion 1, 2, 3, 4, Volleyball Court)				

Pope AAF Flight Line Park:

Area	Date	Time	Number of Patrons	Fee
Flight Line Entire Park (Pavilion 1, 2, 3, 4, 5, 6, 7)				

Bag of Sports Equipment

Soccer Ball: \$20 Replacement Fee
Football: \$25 replacement Fee
Playground Ball: \$10 Replacement Fee
Volley Ball: \$25 Replacement Fee
Basketball: \$25 Replacement Fee
Horseshoes: \$45 Replacement Fee

BAG # _____

HORSESHOE # _____

Bag: \$10 Replacement Fee Initial for Liability _____ Initial of Staff of returned items _____



Fort Bragg Park Rental Agreement (continued)

****PARK RENTALS DO NOT INCLUDE THE PLAYGROUNDS****

Rental Responsibilities:

Initial

- 1) Set-up and break-down must be performed during posted opening hours:
Smith Lake Park, Wilson Park, Woodland and Flight Line Park, daily:
Sunrise to Sunset
Smith Lake Beach Pavilions, select days only (check website and confirm with office):
Memorial Day to Labor Day 08:00 to 19:00 (weather permitting)
- 2) Reservations are accepted year round for military units and up to 90 days for all other parties.
- 3) Park rentals **DO NOT** include playgrounds. They are open to the public.
- 4) Reservation is guaranteed when \$150 deposit is received in full.
- 5) **NO** alcoholic beverages are permitted in the parks or on the beach.
Must have base approval by O-6 or above and in writing given to our office in advance of function
- 6) **NO PETS OF ANY KIND** are allowed in the parks or on the beach.
- 7) **NO** smoking outside of designated areas.
- 8) **NO GLASS CONTAINERS.**
- 9) Noise ordinance enforced. Keep volume to a minimum
- 10) Port-a-Potties and hand-wash stations must be arranged if patron count is 200 or more,
BATHROOMS WILL BE LOCKED
- 11) **VEHICLES ARE NOT** permitted on the park grounds except to load and unload.
- 12) **NO VENDERS** are allowed to sell items without AAFES authorization and written proof of
Authorization given to our office prior to function.
- 13) Equipment may be signed out free of charge on a **first come first serve basis**
- 14) Guests **must** stay within the reserved park/pavilion area, other areas may not be used.
Equipment may **NOT** be set up on the road and/or parking areas.
Access and through roads may **NOT** be blocked off.
- 15) Picnic tables and other items **may not** be moved from other pavilion areas. Eligible customers
can rent additional equipment at the Equipment Checkout Center @ (910)396-7060.
- 16) Cleaning responsibilities include: Wiping table tops, emptying charcoal in designated ash
container, **Emptying trash into dumpsters (Charge of \$20 per trashcan not emptied
subtracted from deposit refund), replacingliners (available at park office),** and cleaning
floors (sweep and hose off if necessary) and removing all decoration items (balloons, banners, flyers,
staples, tape, streamers, etc.). **Confetti and water balloons are NOT allowed. Deposit will not be
returned if rented areas are left in disorder.**

The undersigned agrees to abide by the guidelines and rules of this rental agreement

Signature of POC for event: _____

Signature of Park staff: _____

We value your comments and suggestions in a continued effort to improve our service and facilities. We are only as good as YOU say we are! Please share your experience at <http://ice.disa.mil> or simply fill out a customer comment card available at the office.