



Fort Bragg
Park Rental Agreement
as of May 1, 2012
www.fortbraggmwr.com



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

For reservations please contact:

Smith Lake and Wilson Park
910 396-5979

Woodland and Flightline Park
910 394-2293/2939

Organization or Unit Name: _____

Point of Contact: _____

Phone Number: _____

Smith Lake Recreation Area:

Area	Date	Time	Number of Patrons	Fee
Smith Lake Area A				
Smith Lake Area B				
Smith Lake Area E				
Smith Lake Area D				
Smith Lake Entire Park (Area A, B, C, D)				
Beach Pavilion				
Snack Bar Pavilion				

Wilson Park:

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

Pope AAF Woodland Park:

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

Pope AAF Flightline Park:

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



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as of May 1, 2012



Rental Responsibilities:

Initial

- 1) Set-up and break-down must be performed during park operating hours from Sunrise to Sunset. The Smith Lake Beach Pavilion is only accessible during posted opening hours from 12-7pm FR-SU. _____
- 2) Reservations are accepted year round. Fees are collected in full at the time of booking. _____
- 3) **Cancellation and Refund Policy.** Reservations canceled within 14 calendar days from event date are **NOT** eligible for a refund or re-scheduling. **NO** refunds or re-scheduling due to inclement weather. Beach Pavilion must be vacated in case of Lighting. _____
- 4) Additionally, a \$50.00 cleaning deposit will be charged, refundable after final inspection. Cleaning responsibilities include wiping off table tops, emptying charcoal in designated ash container, emptying trash in dumpster, replacing liners (available at park office) and removing all associated decoration items (balloons, banners, flyers, staples, tape, confetti, streamers, etc.). _____
- 5) **NO** alcoholic beverages are permitted in the park or on the beach. _____
- 6) **NO** pets of any kind are allowed in the park or on the beach. _____
- 7) Groups of 200+ participants must arrange for port-a-potties and hand-wash stations _____
- 8) Vehicles are **NOT** permitted to park on the park grounds except temporarily to load and unload. _____
- 9) For your convenience you may sign out volleyballs, horseshoes, basketballs and tug-o-war rope free of charge on a **first come first serve basis**. _____
- 10) You may only set-up and use your assigned pavilion area. Access and through roads may **NOT** be blocked off. Equipment may **NOT** be set up on the road or parking areas. _____
- 11) Picnic tables may not be moved from other pavilion areas. Additional tables and chairs are available for rent at the Equipment Checkout Center @ 910 396-7060.
<http://www.fortbraggmwr.com/recreation/equipment-checkout> _____

I have been provided the entire requirements and agree to the regulations 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.