



200 N. Lake Street  
Cadillac MI 49601  
Phone (231) 775-0181  
[www.cadillac-mi.net](http://www.cadillac-mi.net)

Today's Date \_\_\_\_\_

City Received Date



## City Park (Fountain) Request Form

Reason for Request \_\_\_\_\_

Organization \_\_\_\_\_ Contact Person \_\_\_\_\_

Contact Phone \_\_\_\_\_ Contact Email \_\_\_\_\_

### City of Cadillac Guidelines:

**Please read the following and initial to acknowledge your understanding**

- \_\_\_\_\_ The Park is for public use
- \_\_\_\_\_ The City does not provide any tents, tables, chairs, rugs, extension cords etc
- \_\_\_\_\_ The fountain may not be operating due to equipment break downs or weather conditions such as wind
- \_\_\_\_\_ I understand and agree to these requirements and understand if these are not met the request will be denied.

### Special Requests:

- Electricity
- Picnic Tables
- Use of private tent
- Use of private chairs

Form must be mailed or brought to: **(Email or Fax will not be accepted)**

Cadillac City Hall  
Attn: Public Works Department-Events  
200 N. Lake Street  
Cadillac, MI 49601

Print Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_ / \_\_\_ / \_\_\_\_

***Request will be reviewed & you will be notified if additional information is needed and/or if request is approved or denied.***

*For Office Use Only*

Public Works _____	Comments _____	Date Approved _____
City Clerk _____	Comments _____	Date Approved _____
City Manager _____	Comments _____	Date Approved _____
City Council _____	Comments _____	Date Approved _____