



2026

**APPLICATION FORM FOR THE USE OF  
CITY PARK FACILITIES AND  
WHISPERING ASPEN COMMUNITY CENTER  
2241 221<sup>st</sup> Ave NE ~ East Bethel, MN 55011  
763-367-7840 • 763-434-9578 (fax)**

Date of Application: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

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

Telephone: (     ) \_\_\_\_\_ Email: \_\_\_\_\_

Organization: \_\_\_\_\_ Type of Event: \_\_\_\_\_

**Park and Facility Requested (also indicate below)** \_\_\_\_\_

Date/Dates Requested \_\_\_\_\_ Approximate # of participants \_\_\_\_\_

Hours Requested \_\_\_\_\_ to: \_\_\_\_\_ Special requests or needs: \_\_\_\_\_

**Types of Facilities, Fees and Deposits**

Pavilion/Shelter	Select Location	Non-resident/Per day	Resident	Key/Damage deposit
Pavilions with Electricity	<input type="checkbox"/> Booster West - #1	\$50.00 + tax	No fee	\$100.00
	<input type="checkbox"/> Booster East - #2	\$50.00 + tax	No fee	\$100.00
	<input type="checkbox"/> Booster East - # 3	\$50.00 + tax	No fee	\$100.00
	<input type="checkbox"/> John E. Anderson	\$50.00 + tax	No fee	\$100.00
Pavilions without Electricity	<input type="checkbox"/> Booster East - # 4	\$50.00 + tax	No fee	\$100.00
	<input type="checkbox"/> Bonde Park	\$50.00 + tax	No fee	\$100.00
	<input type="checkbox"/> Cedar Creek	\$50.00 + tax	No fee	\$100.00

Building/Rooms	Select Location	<input type="checkbox"/> Profit <input type="checkbox"/> Non-Resident	<input type="checkbox"/> Non-Profit <input type="checkbox"/> Resident	Key/Damage deposit
Whispering Aspen Community Center 24225 Pierce Path, East Bethel, 55005	<input type="checkbox"/> Whispering Aspen	\$50.00 + tax	No fee	\$100.00

Ballfields	Specify Which Field #(s)	Non-Resident Per field/Per day	Resident Per field/Per day	Key/Damage deposit	Tournament/ Multiple Game Weekend Use
<input type="checkbox"/> Booster West Irrigated: Field #s 1-4		\$20.00 + tax	\$20.00 + tax	\$100.00	\$350+ tax + \$200 deposit*
<input type="checkbox"/> Booster West Irrigated Baseball Field		\$20.00 + tax	\$20.00 + tax	\$100.00	\$100+ tax + \$200 deposit*
<input type="checkbox"/> Booster East Non-irrigated: Field #s 5-8		\$10.00 + tax	No fee	\$100.00	\$50.00/field*+ tax + \$100 deposit

Concession Stand	Specify with (X)	Location	Price	Deposit
SBAA Season, Monday-Friday		Booster West	\$1,000.00/per season	No deposit
Weekend Tournament		Booster West	\$300.00 + tax/weekend	\$300.00
One Day Fee – Non-Tournament		Booster West	\$50.00 + tax	No deposit

# **RULES FOR USE**

1. The approved applicant shall submit a key/damage deposit\* or payments, if applicable, to the City Hall prior to the event. Key and damage deposit fee may be in the form of a personal or cashier's check. A deposit receipt will be issued. The amount of the deposit returned will be based on an inspection of the facilities. Full deposits will be returned as the un-cashed check as soon an inspection of the area occurs and the key is returned to City Hall. Keys must be signed out at the City Hall, during normal work hours (Monday–Friday 8:00 a.m. to 4:00 p.m.), located at 2241 221<sup>st</sup> Ave. NE, and is to be returned the next working day immediately following the activity.
2. Facilities are to be left in good condition. **Excessive refuse may subject the permit holder to additional cleanup or maintenance charges as determined by the City. The permit holder waives his/her rights to appeal any additional charges by accepting the permit for facility usage.**
3. The individual requesting the permit must be at **least 21 years of age** and will be responsible for activities for park and other facilities provided for in the permit.
4. The approved permit form must be presented, if requested, by city staff or other responsible authority.
5. Alcoholic beverages are prohibited in City Parks.
6. The City of East Bethel is not responsible for any lost, stolen, or damaged property belonging to the permit holder or any group named therein.
7. Cars are to be parked in designated parking areas or **on roadways where permitted.**
8. All games end at 9:30 p.m. All parks close at 10:00 p.m.
9. **Commercial and Athletic Associations** granted use of any City park or other City facility as evidenced by the issuance of a permit shall provide the City of East Bethel a Certificate of Liability Insurance in an amount not less than \$2,000,000 in general aggregate **naming the City as an additional insured** and each occurrence at 1,000,000. This certificate of insurance **must** be provided prior to the permit being issued.

## **MISCELLANEOUS INFORMATION**

1. **Athletic fields or facilities rented are subject to sales tax.** If an organization is exempt from paying sales tax, a Certificate of Exemption ST3 must be completed and submitted with the application form. A Certificate of Exemption ST3 form is available at [www.taxes.state.mn.us](http://www.taxes.state.mn.us).

**Tax amount is 8.125%**

**\*Other tournament fees - If requested or required costs for field maintenance, rest room cleaning or garbage removal performed on a Saturday or Sunday of a reserved tournament event will be charged to the reservation holder on a time and materials basis. If additional sanitation facilities are required for a tournament this cost will be billed to the reservation holder.**

If applicable, make check payable to the "City of East Bethel". **All fees are non-refundable.**

