



CITY OF CODY  
WYOMING

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CITY ADMINISTRATOR

1338 Rumsey Avenue  
P.O. Box 2200  
Cody, Wyoming 82414

City Hall  
307-527-7511

Recreation Center  
307-587-0400



# State of WY Veterans Memorial Park Request Form

Today's Date: \_\_\_\_\_ Request taken by (staff please initial): \_\_\_\_\_

Contact Person: Organization or Group Name: \_\_\_\_\_

Address / PO Box: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email address: \_\_\_\_\_

Title of Event: \_\_\_\_\_

	Reservation Date Requested	Time (Starting & Ending) <i>Additional fees may apply.</i>
1 <sup>st</sup> Choice		
Alternate in the event first choice is not available		

Equipment Requested or Special Set-Up Instructions: \_\_\_\_\_

Other Comments (You may supply additional information with this form as an attachment): \_\_\_\_\_

Permitting Process. Fees for use of Veterans Memorial Park. A fee may be charged for exclusive use of Veterans Memorial Park. When making reservations for any part of the park, the person making the reservation must provide the City of Cody proof of liability insurance per City Ordinance.

Permit \$25 per event \$ \_\_\_\_\_

Proof of liability insurance per City Ordinance \*Please attach\*

Approved by: \_\_\_\_\_

\*Requires approval by Director and may possibly require approval of the Veterans Memorial Park Committee\*

Date: \_\_\_\_\_

# Wyoming Veterans Memorial Park

RESOLUTION 2016-21, adopted by Cody City Council December 7, 2016

Memorial Park rules, regulations, fees, and permits in keeping with the spirit of the gift to the State of Wyoming, Park County, and the City of Cody. Are the rules and regulations relative to the operations of the City of Cody and State of Wyoming? Relative to the operations of the Wyoming VETERANS MEMORIAL PARK so that the people and veterans of Wyoming may be better served.

## City of Cody WY

### WYOMING STATE VETERANS MEMORIAL PARK

### PERMITTED USE OF

### VETERANS MEMORIAL PARK POLICY

*Applicant is responsible for obtaining any and all necessary permits and/or licenses for the event.*

1. Obtain, complete and return the signed Application for Use of the Park and Use of Park Policy. All requests must honor the Military or Veterans in theme and purpose of the event.
2. Complete all required information.
3. Return to Parks, Recreation, and Public Facilities Department.
4. The Monument may not be used for any postings, exhibits or other materials.
5. Electrical hook-up is available at the Monument. There is an additional usage charge for electricity.
6. Vehicles are not allowed on the Park grounds. Please stay off grass.
7. Applicant is responsible for removal of all event-generated trash in the Park. At the close of the event, trash must be removed from this receptacle and all other trash containers that the applicant uses.
8. Use of the Park is restricted to the perimeters of the Park only.
9. Respect all neighboring properties.
10. The applicant is responsible for monitoring the use of the Park.
11. Tables and chairs may be set up on the grounds on hard surfaces only.
12. Tents or canopies not more than 12' x 12' in size may be set up, in designated areas, upon approval of the Parks & Recreation Director or designee. Ground stakes are prohibited due to underground irrigation system.
13. Posters, signs, etc..., must not block other signage on the grounds. Do not attach anything to existing sign posts or to the trees. Remove all signs at the close of the event.
14. Grass areas, please no set-up or walking on grass areas at Veterans Memorial Park. The Committee respectfully asks that visitors to the Park stay on walkways.
15. Sound amplification requires a permit from Parks & Recreation Director.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_