



**TOWN OF LA POINTE  
MADELINE ISLAND  
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LA POINTE, WISCONSIN 54850**

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**PARK AND REC FACILITY RENTAL REQUEST FORM 2020**

**Rental Fees for the Following Facilities:**

Shelters & Rec Center Building: \$131.88/day (\$125.00 plus sales tax)

Temporary Class "B"/"Class B" Retailers License: \$10.00

Daily Rental Fees are NOT refundable

Refundable Security Deposit: \$131.88 (\$125.00 plus sales tax)

(see attached requirements for refunds)

**PLEASE PAY RENTAL FEE AND SECURITY DEPOSIT WITH SEPARATE CHECKS.**

*Fees Waived for Non-Profit 501(c)(3) organizations upon submittal of copy of IRS letter indicating non-profit status and listed as property owner in La Pointe, Ashland County. Security deposit is required. Resolution #2016-0126A*

- Rec Center Shelter (does NOT include ball field)       Joni's Beach Picnic Shelter
- Rec Center Building (does NOT include ball field) **\*\*RENOVATIONS SCHEDULED FOR SUMMER 2020\*\***
- Big Bay Town Park Picnic Shelter (4 hour time limit - See attached Town of La Pointe Rental policy)
- Temporary Class "B"/ "Class B" Retailers (Picnic) License (for the sale of beer and/or wine)

Organization Name: \_\_\_\_\_

Approximate Number of People Attending: \_\_\_\_\_

Contact Person: \_\_\_\_\_

(Person responsible for supervision during the event)

Mailing Address: \_\_\_\_\_

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

E-Mail Address: \_\_\_\_\_

(not required)

Dates Requested: \_\_\_\_\_

Times Requested: \_\_\_\_\_

Activity Planned: \_\_\_\_\_

I agree to abide by the attached Park and Rec Facility Rental/Use Policy.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Nothing in this declaration or in the issuance of the permit will create any liability for the Town of La Pointe to either the owners or the renters of the subject property.**

**Town Hall Use**

Date Request Received: \_\_\_\_\_ Marked on calendar? \_\_\_\_\_

Rental fee(s) paid: \_\_\_\_\_ Deposit fee(s) paid: \_\_\_\_\_

Temporary Class "B"/"Class B" Retailers License needed? \_\_\_\_\_ Date approved by Town Board: \_\_\_\_\_

Authorization for Deposit refund: \_\_\_\_\_

Comments: \_\_\_\_\_

**TOWN OF LA POINTE RENTAL POLICY** *All rentals are first come, first served*

**Rec Center Building and Shelter:**

Anyone renting the Recreation Center Building must contact the Public Works Director, at least one week prior to the event, at 715-209-0199 or by e-mail—foreman@townoflapointewi.gov to obtain the Rec Center key and to make arrangements to return the key.

**\*\*PLEASE NOTE: REC CENTER BUILDING RENOVATIONS ARE PLANNED FOR 2020\*\***

The Rec Center Building and Shelter are **not available** for rental for the following annual events:

- Graduation (generally held the first or second Sunday of June);
- Apostle Island Inline Marathon the third Saturday in June;
- JFD Bikers - the weekend after Father's Day;
- MIHPA Fundraiser - Fourth of July;
- Nelson Construction Christmas Party the first weekend in August;
- Star Bar Softball Tournament the second weekend in August;
- Fall Fest the third Saturday in October.

The Shelter area has charcoal/wood grills available and picnic tables that will seat about 50 people. There are electrical outlets for the shelter and building. Reserving the Rec Center Shelter or Building does not guarantee exclusive use of the baseball field, tennis courts or playground area. Please be aware the ball field is used extensively for Men's and Women's baseball and softball games.

**Joni's Beach Shelter**

Please note that this is a public beach so rental reservations do not guarantee exclusive use of the area or the beach. Rental reservations are not allowed after 10:00pm. No overnight camping is allowed at Joni's Beach. Small charcoal/wood picnic grills available, picnic tables, with room for approx. 25-30 people. Electrical outlets are located at the restroom facility.

**Shelter at Big Bay Town Park\*:**

Please note that this is a campground so rental of the shelter does not guarantee exclusive use of the campground area around the shelter. Rental reservations are not allowed after 10:00pm. There is an outlet box with four 20 amp outlets, no lights, 2 large and 2 small charcoal/wood grills, a fireplace and picnic tables with room for approx. 50 people.

**\*Availability is restricted to one (1) 4 hour reservation/day to ensure access and use by campers and the public.**

If you are a camper and wish to reserve the shelter at Big Bay Town Park no fees will be charged but you will need to fill out a rental request form to reserve the shelter. Though no deposit fees are charged to campers renting the shelter, kindly keep in mind the following:

**All Rentals:**

The Town of La Pointe Parks Departments will inspect each site after a scheduled reservations. Groundskeepers will look for the following items to be completed. Please ensure these are completed before the end of your event or your security deposit will be deducted \$26.37(includes sales tax) for each item not completed.

- |   |  |
|---|--|
| <input type="checkbox"/> Garbage placed in appropriate containers.                        | <input type="checkbox"/> Decorations removed |
| <input type="checkbox"/> Tables cleared of debris and put back in their original location | <input type="checkbox"/> Litter picked up.   |
| <input type="checkbox"/> Key for the Rec Center Building returned to Park Supervisor      |  |

Destruction of property will not be tolerated.  
Excess Clean Up Costs will be assessed per Chapter 347:Section 347-10(K)

**Rental Request Forms** are available by calling the Town Hall at 715-747-6913, e-mailing a request to clerical@townoflapointewi.gov or on the Town of La Pointe website: www.townoflapointewi.gov

**Any person or group using Town of La Pointe property that engages in either excessive or abusive alcohol consumption or any type of disorderly or destructive behavior will not be allowed to use the property in the future.**