

## RAILROAD PARK USE PERMIT

Remember to call the Town Office (434) 696-2343 to verify the date and time you wish to reserve the Railroad Park if available.

Complete the Use Permit and submit along with payment to reserve your timeframe. The Pavilions are rented on a first come first serve basis. **Clean up Deposit of \$50.00 which is refundable if you clean up and remove all your trash.**

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

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

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

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

When is the event: \_\_\_\_\_ (day/date) \_\_\_\_\_ (time)

What type of event is it? (i.e. birthday party, church event, picnic, etc.): (If this is a surprise, what information would you like on the reserved sign?)

\_\_\_\_\_

How many people do you expect? (estimate) \_\_\_\_\_

Which pavilion are you using? Large \_\_\_\_\_ Small \_\_\_\_\_ The Large Pavilion is rented for a fee of **\$30/hour**. The Small Pavilion is rented for a fee of **\$20/hour**.

Is Electricity needed ? \_\_\_\_\_

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

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

(Town Manager/designee)

The Town of Victoria is not liable for any accidents or stolen property and reserved payments are nonrefundable.

Non-Discrimination Statement:

“The Town of Victoria is an equal opportunity provider and employer.” If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form.

Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov) .”

