



DAY PARK PAVILION RENTAL

The William K. Good Day Park is located on Public Dock Road in the Village of Torch Lake Township. The Park is located on the shores of Torch Lake. There are **two** Pavilions in the park available for the public to rent. The pavilion located closest to the water is referred to as the East Pavilion. The pavilion located farthest from the water, on the ridge, is referred to as the West pavilion. The Park is now a tobacco and vapor products free environment.

The pavilions are rented by the half or full day. Half days are mornings from opening at 8:00a.m. until 2:00p.m. Afternoon half days are from 2:00p.m. till closing at 10:00p.m. You can check availability of your desired rental pavilion and time by calling the Torch Lake Township Clerk at 231-599-2036 x103.

Rental rates for the pavilions are as follows: Township Residents or property owners: Half Day \$30.00, Full Day \$60.00
Non-Township residents: Half Day \$100.00 Full Day \$200.00

Upon the clerk's response of availability, payment is due to confirm and hold the reservation. -First come first paid reservation.

Name: _____ Date: _____

Address: _____

Phone: _____ Email: _____

Day and Date of Reservation: _____

Name for Pavilion Identification sign: (i.e., Jones reunion) _____

Resident or Property Owner in Torch Lake Township? NO _____ YES _____ Property # _____

Pavilion desired: East Pavilion _____ West Pavilion _____

Time desired: Circle Choice Morning 8:00am-2:00pm Afternoon 2:00pm-10pm

Full Day- Will alcohol be made available at this rental? Yes _____ No _____

IMPORTANT: Rental events at which alcoholic beverages will be available must have the prior approval of the township. The Township will require proof of a Host Liability Insurance Rider. This rider, usually available through a homeowner's insurance policy, shall name the Township as an additional insured. The rider shall have liability limits no less than \$500,000 for a single occurrence and \$1,000,000 in the aggregate. Sale or value exchange of any kind for alcoholic beverages is NOT allowed at any rental located on township property.

Note: The clerk's verbal or written response regarding the availability and payment for holding the date does not constitute approval by the Township to hold a rental event which alcoholic beverages will be available.

Final approval to hold an event where alcoholic beverages are made available will only be considered upon receipt of the Host Liability Insurance Rider meeting the requirements stated above. This shall be provided to the Township Clerk's office within 14 days of the clerk's response. Refunds for cancellations of rental events shall be given if they occur no later than seven business days before date of the event.

Please review the William K. Good Day Park Rules and Regulations below. Did you read them? YES _____ No _____

Signature of Person Responsible: _____

Print Name: _____

William K. Good Day Park Rules and Regulations

- 1) PARK HOURS 8:00 A.M. to 10:00. P.M.
- 2) NO LIFE GUARD IS ON DUTY.
- 3) SWIM AT YOUR OWN RISK AND WITHIN THE AREA DEFINED BY BUOYS.
- 4) NO DIVING FROM THE DOCK PERMITTED.
- 5) DOCK USE IS CONFINED TO USE OF BOAT LAUNCHING RAMP AND FISHING.
- 6) PETS ARE PROHIBITED ON THE BEACH AND IN THE WATER SWIM AREA.
- 7) LEASH LAW MUST BE OBEYED IN OTHER AREAS OF THE PARK.
- 8) GLASS CONTAINERS ARE PROHIBITED.
- 9) NO LITTERING.
- 10) NO USE OF TOBACCO OR VAPING PRODUCTS ALLOWED IN PARK & PAVILLION AREA.

PLEASE SAVE THIS .PDF FILE TO YOUR COMPUTER BEFORE SELECTING THE "SUBMIT" BUTTON BELOW. Some older computer operating systems and email programs do not yet support the submit function. By saving a copy of this document to your computer you can elect to manually attach it to an email you send to Torch Lake Township Clerk at: clerk@torchlaketownship.org

Selecting the submit button below will automatically open your email program and send a copy of this completed form to Torch Lake Township. If you send this form using Yahoo Mail or Gmail, you will be prompted to login to your account. After logging in, your email to Torch Lake Township will appear in your "drafts" folder.

CLERK'S OR CLERK'S DESIGNEE. RESPONSE (to be returned to requesting individual)

The pavilion is available for the date and time you requested: YES NO

Date of Clerk's response: _____

The rental date will be held for 7 business days, pending receipt of your payment. **Receipt of your check**, made payable to Torch Lake Township, will confirm your requested rental date. Summer is a busy time in Torch Lake Township. Often there is more than one request for a specific date, thus first paid first confirmed after pending period. Mail your check and a completed Day Park Rental Application, if not already submitted, to: Torch Lake Township, PO Box 713, Eastport, MI 49627.

For rental events where alcohol will be made available, **we must receive** your Host Liability Insurance Rider within 14 days of the clerks above response for the rental with alcohol availability to be approved. Failure to obtain and submit the Host Liability Insurance Rider within the time frames will result in cancellation of your reservation.

We have received your Host Liability Insurance Rider and your rental application is approved and confirmed. Yes No

Date of Clerk's response: _____

EXPEDITED TIME FRAME APPROVALS MAY BE OBTAINED BY CALLING THE CLERK'S OFFICE FOR GUIDANCE. 231-599-2036 x103

Updated and posted to website: 06/11/21