



City of Harlan, Iowa

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Parks Department Shelter House Reservation

_____ I am reserving a shelter house. I acknowledge that I will clean up the park after my gathering and that all garbage will be placed in the trash cans before leaving.

Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Location of Shelter/Park Name: _____

Date: _____ Arrival Time: _____ until _____ \$25.00 /day

Estimate of Group Size: _____ (we will try to have enough tables at the location)

Additional Notes: _____

***** INTERNAL USE ONLY *****

Amt. Paid: \$ _____ By: Check/Cash/Online-Date Paid: _____

Authorized By: _____ Date: _____

_____ Copy of Reservation to Parks

_____ Created Reservation Sign & Put in Parks Box