



Municipal Park Rental Policy

Park Address: 1001 River Avenue North

Rental reservations are accepted after January 1st for that calendar year.

If you have any questions, please call: Ashley Black at 320-258-5316

Fee Schedule:

Non-profit Organizations: \$135.00

Sauk Rapids City Residents: \$170.00

Non-Residents: \$210.00

(All fees have MN state & local taxes of 7.875% included)

^All Companies will pay non-resident fees.

Security/Damage Deposit
due at key pick-up: \$250.00 *

Rental fee and signed contract are due within five (5) days of making reservation.

Cancellation/Refund Policy: All cancellations will require a \$25.00 administrative processing fee. The city must be notified at least one (1) week in advance of the rental date to be eligible for a refund.

Payment can be made online, or by check.

Payments made by credit/debit card will be charged a 3% fee.

No rental for the purpose of selling merchandise or property allowed. (i.e.: garage sales, fund raising sales)

Please send check(s) for rental to:
City of Sauk Rapids Public Works
360 Summit Ave N.
Sauk Rapids, MN 56379

Keys must be picked up at Sauk Rapids Public Works between 7:00 am and 3:30 pm Monday- Friday, by appointment.

***THE FOLLOWING RULES MUST BE COMPLIED WITH IF DEPOSIT IS TO BE RETURNED IN FULL:**

1. Keys are to be returned on the same day as rental to the drop-box outside the Public Works Building. Confirm building is locked before leaving park. (\$10.00 penalty for late key return)
2. Speed Limit is 5 miles per hour.
3. Fires must be contained to grills or fireplaces.
4. No swimming in the river.
5. No feeding of wildlife.
6. No animals allowed in buildings.
7. Littering prohibited, park must be completely free of litter and refuse.
8. Noise restrictions apply after 10:00PM, and park must be cleaned and vacated by 10:30PM.
9. No camping or motorcycle driving in the park.
10. It is mandatory to contact the Sauk Rapids Police Chief when party consists of 300 or more people.
11. Building being rented must be swept with broom and garbage put in containers outside.
12. Do not shut off breakers in electrical boxes.
13. Vehicles are to be parked outside of fenced areas.
14. Vehicles may drive in fenced areas to drop off or pick up supplies only.
15. Deposit will be returned within ten (10) business days or after the Park Department has inspected the property to ensure compliance with these rules and after any necessary deductions have been made from the deposit.
16. A minimum fee of \$50.00 will be charged for any non-compliance with the above rules.