Placerville Park Reservation Request Form
San Miguel County Parks & Open Space Department
Box 1170, 333 W. Colorado Ave., Telluride, CO 81435 Phone: (970) 729-1829

San Miguel County’s Placerville Park, which includes the park open space, picnic shelters, horse shoe pits, and basketball court may be reserved for events. This reservation request form does not include the Placerville Historic School House or playground. Placerville Park may be reserved, free of charge, for events up to 49 people. Reserved time is charged a use fee and damage/cleanup deposit, see Priority Use and Fee Structure. Special events (50-150 people) must enter into a separate Use License Agreement. Reservation requests must be made at least one week in advance of the requested date. Please turn this form into the Parks & Open Space Department located at 333 W. Colorado, 3rd Floor, Telluride, or you may also scan and email this form to richh@sanmiguelcountyco.gov

Date(s) Requested: ____________________________ Area(s) needed: ____________________________

Times Requested: From: ___________ a.m. ___________ p.m. To: ___________ a.m. ___________ p.m.

Organization: ____________________________ Contact Person: ____________________________

Mailing Address: ____________________________

Daytime Phone: ____________________________ Email: ____________________________

Briefly describe your event:
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
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- Dogs must be restrained by leash or on strict voice command at all times. Please clean-up after your pet.
- No motorized vehicles are permitted in the park or on the pathways.
- Please park in the designated parking areas and carry your food, drink and equipment into the park area.
- This is an outdoor venue and is subject to weather conditions and flooding. Please cancel or postpone your event if flooding rains or lightning occurs.
- All tents or structures must use weighted barrels as tie downs. No driven stakes are permitted in irrigated areas.
- The event organizer and its participants are responsible for all clean-up after their use. Please bring extra trash bags to pack out your event trash and avoid overfilling park trash used by the public. Any clean-up time provided by the Park staff will be billed to the event organizer at a rate of $100 per hour plus cost of repairs or supplies.
- This no fee reservation is non-exclusive to the public.
- All park users shall comply with all posted park rules and act in a responsible manner.
- Failure to comply with park rules or acting in an inappropriate manner may result in the immediate cancellation of your event at the discretion of a Parks & Open Space or other County staff person.
- All Placerville Park users must comply with current San Miguel County public health orders.

I have read, understand and agree to all the terms stated above for the use of Placerville Park. I understand this form is only a request for use and additional requirements may need to be fulfilled through a Use License Agreement. I also agree to waive all claims against San Miguel County for any injury, loss of property or accident that may occur during the reservation.

User’s Signature: ____________________________ Date: ____________________________

Staff Approval Signature: ____________________________ Date: ____________________________

Damage deposit paid: $ ____________ (Make checks payable to San Miguel County)