

**Park Usage Request Form and Alcohol Waiver**

Responsible Party Name: \_\_\_\_\_ Rank/Status \_\_\_\_\_  
Phone? \_\_\_\_\_ Date of Event: \_\_\_\_\_  
Date Paid: \_\_\_\_\_ Number of Attendees: \_\_\_\_\_ Park Requested \_\_\_\_\_  
Event Type: Official or Non-Official: \_\_\_\_\_

**I understand that I am responsible for the following:  
CC Must initial each line for official functions**

- \_\_\_\_\_ Park/Facility will not be reserved until fees are paid in full.
- \_\_\_\_\_ Conduct of all personnel at the event.
- \_\_\_\_\_ Pets must be kept on a leash.
- \_\_\_\_\_ Fires are limited to BBQ grills or fire pits. All fires will be extinguished and coals dumped into the coal bin and grills cleaned prior to leaving park.
- \_\_\_\_\_ All trash must be removed and placed into dumpsters.
- \_\_\_\_\_ Private Organizations are not authorized to sell or serve alcoholic beverages.
- \_\_\_\_\_ Alcohol will/will not be present at this function (please circle one). \*\*Serving alcohol at your event requires a letter from you commander stating what the event is.
- \_\_\_\_\_ Commanders and responsible individuals are required to review AFI 34-219 prior to serving alcohol at this function.
- \_\_\_\_\_ Alcohol will not be consumed or served to minors under 21 years old.
- \_\_\_\_\_ Alcohol will not be procured from an off-base source for this function.
- \_\_\_\_\_ Alcohol will not be sold at this function.
- \_\_\_\_\_ Any person in attendance displaying any evidence of intoxication will not be permitted to consume alcohol.
- \_\_\_\_\_ Food, snacks, soft drinks and/or non-alcoholic beverages will be available for all participants.
- \_\_\_\_\_ No one will be permitted to drink and drive. A designated driver program will be in place and everyone will be briefed on the program.

**\*\*Note: Baseball fields are not included in you usage fee.**

\_\_\_\_\_  
Responsible Party Printed Name

\_\_\_\_\_  
Unit Commander Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Unit Commander Signature

Approved/ Disapproved

PAUL KEENAN, DAF  
Director, 412th Force Support Squadron