

Park	Facility Type	Park Amenity	Fee Information	Key Deposit \$25	Reserve?
Bane Park	Athletic Facilities	Bronco Field (2 hour block)	\$25/no lights	Yes (for press box)	
		Pony Field (2 hour block)		Yes (for press box)	
		Miracle League Field	\$0	Yes	
		Pond Hockey Rink	25/hour	No	
Buffalo Hills Lions Park	Athletic Facilities	Youth Softball Field 1 (2 hour block)	\$25/no lights	No	
		Youth Softball Field 2 (2 hour block)		No	
	Facilities	Pavilion (electricity)	\$50 Mon-Fri \$70 Sat-Sun	No	
Gregory Park	Athletic Facilities	Tennis/Pickleball Court 1 (lights)	\$25/hour *Rate waived for entities within ISD 181 Boundaries	No	
		Tennis/Pckleball Court 2 (lights)			
		Tennis/Pickleball Court 3 (lights)			
		Tennis Court 4 - north block			
		Tennis Court 5 - north block			
	Facilities	Pavilion (electricity)	\$50 Mon-Fri \$70 Sat-Sun	No	
		Pavilion w/Kitchenette (sink/counter/electricity)	\$65 Mon-Fri \$85 Sat-Sun	Yes plus \$25 Cleaning Deposit	
	Open Space	Pergola	\$50 if Vendor (contract required) \$0 if General Public	No	
		Band Stand Area			
		Center Court Area			
Other (indicate requested space)					
Gustafson Park	Athletic Facilities	T-Ball Field 1 (2 hour block)	\$25	No	
		T-Ball Field 2 (2 hour block)			
		T-Ball Field 3 (2 hour block)			
		T-Ball Field 4 (2 hour block)			
Jaycees Park	Athletic Facilities	Bronco Field (2 hour block)	\$25	No	
		Pony Field (2 hour block)			
Kiwanis Park	Facilities	Pavilion 1 (electricity)	\$50 Mon-Fri \$70 Sat-Sun	No	
		Pavilion 2 (large grill)			
Lum Park	Facilities	Pavilion 1 (electricity)	\$65 Mon-Fri \$85 Sat-Sun	No	
		Pavilion 2 (electricity and large grill)			
Memorial Park	Athletic Facilities	Adult Softball Field 1 (2 hour block)	\$25/no lights \$50/with lights	No	
		Adult Softball Field 2 (2 hour block)			
		Adult Softball Field 3 (2 hour block)			
		Mills Field (2 hour block)	\$50/no lights \$150/with lights	Yes	
		Large Hockey Rink	25/hour	No	
		Youth Hockey Rink	25/hour	No	
		Pickleball Court 1	\$25/hour *Rate waived for entities within ISD 181 Boundaries	No	
		Pickleball Court 2			
		Pickleball Court 3			
		Pickleball Court 4			
	Pickleball Court 5				
	Facilities	Pavilion (electricity)	\$50 Mon-Fri \$70 Sat-Sun	No	
Pavilion w/Kitchenette (sink/counter/electricity)		\$65 Mon-Fri \$85 Sat-Sun	Yes plus \$25 Cleaning Deposit		
Rotary Park	Facilities	Pavilion	\$50 Mon-Fri \$70 Sat-Sun	No	



Park Facility Reservation Application
City of Brainerd Parks and Recreation Department
501 Laurel Street, Brainerd, MN 56401
218-828-2320

Applications will be accepted starting the first business day of each calendar year. Requests will be considered in the order received. Parks and Recreation activities, leagues, and events have priority over other requests. Please submit to the Parks and Recreation Department at 501 Laurel Street, Brainerd, MN 56401 or to parks@ci.brainerd.mn.us. Applicable fees and documentation will be due within 14 calendar days after permit issuance.

Date of Application _____ Name of Event _____

Your Name _____ Phone _____

E-mail Address _____

Address _____ City/State/ZIP _____

Organization/DBA (if applicable) _____ Tax Exempt Y/N _____

Address _____ City/State/ZIP _____

Contact Person if Different from Above _____

Phone _____ E-mail Address _____

Type of Event: One-time _____ Recurring _____

Date(s) Requested _____ Time(s) _____

Facility(s) Requested _____

Anticipated Number of Participants _____

Description/Scope of Activity/Event (include additional page if needed) _____

I am a Vendor/Instructor/Facilitator Y/N _____ If Yes, Complete [Vendor Application Form](#)

Maintenance Requests _____

Will Concessions/Products be Sold Y/N _____ If yes, please describe _____

- No glass containers are allowed and the sale/consumption of liquor/strong beer in Brainerd city parks is prohibited.
- All trash generated by this group must be picked up and disposed of properly in the receptacles provided.
- Amplified entertainment equipment is prohibited unless requested and approved with this application.
- Small canopies up to 12' x 12' are allowed; large tent canopies are not unless requested and approved with this application.
- [Mobile Food Trucks](#) must apply for a permit from the City of Brainerd.
- Alcohol Use Permits must be approved by the Brainerd City Council.
- The City, at its discretion, may require \$1,000,000 in commercial general liability insurance, with the City of Brainerd named as "Additional Insured".
- Tax exempt entities must provide form ST-3 or ST-17 from the MN Department of Revenue to have sales tax waived.