



Park & Baseball Fees 2022 Permit # _____

Definitions:

A. Larkspur Resident –

1. Individual residing within the Larkspur town limits.
2. Business located within the town limits.
3. Non-Profit organization.

B. 80118 Zip Code Resident

1. Individual residing within the Larkspur 80118 Zip Code but not within town limits.
2. Business located within the Larkspur 80118 Zip Code but not within town limits.

C. Non-Resident –

1. Individual residing outside of the 80118-Zip Code.
2. Business located outside of the 80118-Zip Code.

Required Deposits –

A \$100.00 damage and cancellation deposit (the deposit) are required for all rentals and all categories of resident/non-resident. The deposit is the same for all park facilities. The deposit will be returned to the reserving party within 14 days of the end of the reservation if the facility reserved was left in pre-reservation condition with no cleanup, repair or replacement needed due to the use by the reserving party.

If cleanup, damage repair, and/or replacement of damaged items is required as a result of the actions of the reserving party, the reserving party will be charged for actual cost of cleanup, repair, or replacement. If the cost of the cleanup or replacement is less than the \$100.00, the remainder of the deposit will be returned to the reserving party within 14 days of completion of the cleanup, repair, or replacement. If the cost is more than the \$100.00 damage deposit, the reserving party will be billed all additional costs over the \$100.00 deposit for the cleanup, repair, or replacement. A failure to pay the billed additional costs incurred within thirty days of the invoice date will result in possible legal action by the Town of Larkspur and the reserving party will lose the ability to reserve facilities in the future.

Reservation Process-



1. Complete the Park Facilities Reservation Permit
2. Submit application and a check for each required deposit and fees to:

Town of Larkspur- Town Hall
8720 Spruce Mountain Road. Larkspur, CO, 80118

Mail to or bring in person to the Town Hall at the above address.

3. Make Checks Payable to "Town of Larkspur"
4. Park and sports facilities are made on a "first'-come, first'-served" basis with historical use rights taken into consideration. Once approved, the person listed on the permit will have exclusive use of the facilities reserved for the dates specified.
5. Subletting sports facilities is not authorized.
6. Use of the Town Park and its facilities are for the enjoyment of everyone and should not be abused. Anyone caught deliberately damaging Town property will be fined and prosecuted to the full extent of the law.
7. The Town of Larkspur assumes no liability for any injuries sustained while using facilities.
8. The Town of Larkspur must be listed on an additional insured policy for tournament providers and copies of insurance policy need to be provided to the Town of Larkspur.
9. Town Council passed Resolution 2021-14 to reduce or waive Park Fees for the use of the Town Park or related facilities for a memorial gathering or similar celebration for the passing of residents of the community surrounding the Town of Larkspur. Such use of the park shall not unreasonably interfere or conflict with other previously scheduled uses of the same facilities.

Additional details regarding the rental of baseball field:

1. The Town of Larkspur must be listed on an additional insured policy for tournament providers and copies of insurance policy must be provided to the Town of Larkspur.
2. Practices are offered in 90-minute increments.
3. Monday through Friday practice slots are 5pm to 630pm and 630pm to 8pm.
4. Contact Parks department for rentals Monday thru Friday prior to 5 pm. In some cases, weekend practice slots can be arranged.
5. Practice fields are delivered in dragged condition. Bases, mound, lines are not provided.
6. Game slots are offered in 2 Hour increments.
7. If consecutive games are scheduled, the 2-hour increment represents a hard stop.
8. Tournaments are defined as full day events and occur on Saturday and Sunday. Adding additional days is possible if the schedule permits. The daily rates remain the same for all days requested.

Town of Larkspur Community Park Fee Schedule			
Facility/Amenity	A. Resident, Business, Non-Profit Town limits 80118 Zip Code	B. Larkspur Unincorporated Resident, Business 80118 Zip Code	C. Non-Resident, Business Outside the 80118 Zip Code
Deposit	\$100	\$100	\$100
South Pavilion (Pavilion 1) 4 Hr.	\$96.00	\$200.00	\$220.00
Large Picnic Shelter (Pavilion 3) 4 Hr.	\$92.00	\$190.00	\$210.00
Small Pavilion (Pavilion 2) 4 Hr.	\$40.00	\$95.00	\$115.00
Volleyball Court 4 Hr.	\$32.00	\$80.00	\$100.00
Horseshoe Pit 4Hr.	\$16.00	\$50.00	\$70.00
Fire Pit 4 Hr.	\$80.00	\$170.00	\$190.00
Stage 4 Hr.			
Over 4 Hr.	\$10.00 per hour	\$10.00 per hour	\$10.00 per hour
Baseball Field			
Practices			
Practice 90 minutes 5-6:30 pm	\$20.00	\$40.00	\$60.00
Practice 90 minutes 6:30 to 8 pm	\$20.00	\$40.00	\$60.00
Practice Block 5 pm to dark	\$45.00	\$90.00	\$120.00

Games			
Game (Monday-Friday)	\$80.00	\$100.00	\$120.00
Game (Sat-Sun)	\$100.00	\$120.00	\$140.00
Tournament			
Per Day	\$175.00	\$225.00	\$380.00
Larkspur Community Park All Facilities/All Day Except the fire pit. You need to rent it separately, for the fee.	\$375.00	\$625.00	\$700.00
Less than 100 attendees	\$375.00	\$625.00	\$700.00
100 to 200 attendees	\$375.00	\$825.00	\$900.00
200 to 500 attendees	\$375.00	\$1025.00	\$1100.00



Application Date: _____

Applicant Name(s): _____

Applicant Address: _____

Applicant Phone# _____ **Applicant Email** _____

Name of Organization (if applicable): _____

Organization Address: _____

Organization Phone#: _____

DATE(s) Requested: _____

HOURS OF USE: From _____ AM _____ PM to _____ AM _____ PM

Reserving: _____

Estimated Number of Persons Attending: _____

If you need water, electricity circles your needs: **Water** **Electricity**

Signature of Applicant: _____