

Village of Lawrence  
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### PAVILION RESERVATION APPLICATION

Please complete this application 2-3 weeks prior to the event. You will be notified by phone of application status.

Contact Name: _____
Email Address: _____
Contact Phone: _____

Date of Event: _____	Approximate Start/End Time: _____
Type of Event and Description (Including use of items such as bounce houses, tents, etc.):	
Location: <input type="checkbox"/> East Pavilion <input type="checkbox"/> West Pavilion	
Power Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Number Expected to Attend: _____	

**Note:**

- Applicant is responsible for the use and payment for any electrical energy used during the event.
- Applicants are responsible for cleaning and restoring the site after the event. The cost of any Village employee's overtime incurred because of an applicant's failure to clean and/or restore the site following the event will be paid by the applicant.
- By Signing I hereby agree to abide by the terms set forth in this application and the ordinances of the Village of Lawrence. I understand failure to do so may lead to the cancellation of the event or denial of future application requests.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_