

Park	Facility Type	Park Amenity	Fee Information	Key Deposit \$25 (y/n)	Reserve?
Bane Park	Athletic Facilities	Bronco Field (2 hour reservation)	\$25/no lights \$50/with lights	Yes (if using press box)	
		Pony Field (2 hour reservation)		Yes (if using press box)	
		Miracle League Field	\$0	Yes	
		Pond Hockey Rink (1 hour reservation)	\$25	No	
Buffalo Hills Lions Park	Recreation Facilities	Youth Softball Field 1 (2 hour reservation)	\$25/no lights \$50/with lights	No	
		Youth Softball Field 2 (2 hour reservation)		No	
	Facilities	Pavilion (has electricity)	\$50 Mon-Fri \$70 Sat-Sun	No	
Gregory Park	Athletic Facilities	Tennis/Pickleball Court 1 - south w/ lights (1 hour)	\$25 *Rate waived for Entities within ISD 181 Boundaries	No	
		Tennis/Pickleball Court 2 - south w/ lights (1 hour)			
		Tennis/Pickleball Court 3 - south w/ lights (1 hour)			
		Tennis Court 4 - north block (1 hour)			
		Tennis Court 5 - north block (1 hour)			
	Facilities	Pavilion (has electricity)	\$50 Mon-Fri \$70 Sat-Sun	No	
		Pavilion w/ Kitchenette (has electricity)	\$65 Mon-Fri \$85 Sat-Sun	Yes Additional \$25 Cleaning Deposit	
	Open Space	Pergola	\$50 if Vendor (contract required) \$0 if General Public	No	
		Band Stand Area			
		Center Court Area			
Other Open Space (please draw in diagram)					
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 (has electricity)	\$50 Mon-Fri \$70 Sat-Sun	No	
		Pavilion 2 (has large grill)			
Lum Park	Facilities	Pavilion 1 (has electricity)	\$65 Mon-Fri \$85 Sat-Sun	No	
		Pavilion 2 (has 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	\$50/no lights \$150/with lights	Yes	
		Large Hockey Rink	\$25	No	
		Youth Hockey Rink	\$25	No	
		Pickleball Court 1 (1 hour block)	\$25 *Rate waived for Entities within ISD 181 Boundaries	No	
		Pickleball Court 2 (1 hour block)			
		Pickleball Court 3 (1 hour block)			
		Pickleball Court 4 (1 hour block)			
	Pickleball Court 5 (1 hour block)				
	Facilities	Pavilion (has electricity)	\$50 Mon-Fri \$70 Sat-Sun	No	
		Pavilion w/ Kitchenette (has electricity)	\$65 Mon-Fri \$85 Sat-Sun	Yes Additional \$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 _____

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 Yes No If Yes, Complete [Vendor Application Form](#)

Maintenance Requests _____

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

- [Mobile Food Trucks](#) must apply for a permit from the Brainerd Parks and Recreation Department.
- Alcohol Use Permits must be approved by 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.