



## PARK USAGE PERMIT APPLICATION

Village of The Hills Park  
Phone: (512) 261-6281  
Email: FrontDesk@TheHillsTx.gov  
Website: www.TheHillsTX.gov

**Name (Individual or Organization):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Date Requested:** \_\_\_\_\_

**Time Requested:** \_\_\_\_\_

**Description of Activity:** \_\_\_\_\_

**Facility:** Pavilion \_\_\_\_\_ Court \_\_\_\_\_ Athletic Field \_\_\_\_\_

**Parking:** No. of vehicles \_\_\_\_\_ *Plan required for more than 20*

Fees: Residents of The Hills may reserve the park with a \$75 non-refundable fee. Residents who do not dispose of trash properly or damage the park grounds will lose rental privileges. Non-residents with authorization to enter The Hills may reserve the park for a non-refundable fee of \$150 and deposit of \$100. The \$100 deposit will be refunded if all refuse is properly disposed of and no damage is noted at the park. Residents and non-residents may reserve the park for no more than two consecutive days. Checks must be made out to the Village of The Hills and delivered to City staff at 102 Trophy Drive, The Hills, Texas 78738.

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For Office Use:

Resident \$75 Fee and No Deposit \_\_\_\_\_ Non-Residents \$150 Fee and \$100 Deposit \_\_\_\_\_

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

Permit Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Deposit Returned/Retained: \_\_\_\_\_ Date: \_\_\_\_\_

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**Acknowledgement:**  
**(Initial after each)**

1. By reserving park space or facilities, I am responsible for returning the portions used to the state that existed prior to my use. Failure to do so may result in forfeiture of my deposit. \_\_\_\_\_
2. Writing or painting is not allowed on any park surface. \_\_\_\_\_
3. Moving the heavy tables in the park can be dangerous and could cause damage to the pavilion floor if dragged. If they must be moved, please pick them up carefully and replace them in their original position when the function is over. \_\_\_\_\_
4. If the trash containers in the pavilion become full, please tie the bags closed and deposit them in the large trash containers located behind the bathroom building. A spare trash bag is located on each pavilion trash container. \_\_\_\_\_
5. Prior approval is required for inflatables, water slides, petting zoos, etc. \_\_\_\_\_
6. During Stage 2 Mandatory Water Restrictions, water slides are not allowed. \_\_\_\_\_
7. The parking lot accommodates approximately 20 cars for all park uses. Alternate parking plans are required when the number of vehicles is expected to exceed capacity. \_\_\_\_\_
8. **Special events which charge for park admittance, parking, or facilities; have items that are sold or offered for sale; charge for equipment, food or beverages that are brought into or made at the park; have a projected attendance exceeding 40; or are proposed to extend beyond the park boundaries, require consideration and approval of the City Council. Special events have a separate application process. For more information, contact the City Manager at (512) 261-6281.** \_\_\_\_\_
9. **Reservation fees are not refundable if the reservation is canceled later than the third business day before the date reserved. All cancellations are subject to a \$25 administrative fee.** \_\_\_\_\_
10. Electrical outlets on the interior side of the pavilion columns are on one circuit and can support power loads similar to small kitchen appliances. For inflatables or like items, electrical outlets on the exterior side of the southern column (facing the restrooms) should be used. \_\_\_\_\_

Once approved, a signed copy of this application is your permit.

\_\_\_\_\_  
Signature

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

\_\_\_\_\_  
Date