



Special Event Form
Canton City Hall, 210 N Dakota,
Canton, SD 57013 Phone 605-987-2881

Name of Event Planner/Group: _____

Address: _____

Phone Number: _____

Email: _____

Type of Event: _____ Number of People Attending: _____

Date(s) of Event: _____

Times of Event (to include setup & cleanup time): _____

Items Requested for Event:

_____ Use of Jack Fox Park stage & electricity (Electricity key must be checked out from City Hall)

_____ Picnic Tables (up to 10) _____ Bleachers _____ Extra Trash Receptacles (up to 10)

Instructions on Placement of the Requested Items:

Fee is \$25 per day, plus \$10 per table or bleacher. If notice is given on date of event, there will be an additional \$25 fee

All trash must be placed in the receptacles located by the shelter or in the park dumpsters. Alcoholic beverages are not allowed in the park. Reservations must be made 5 business days prior to the event. The park closes at 11 p.m.

ALL FEES ARE NON-REFUNDABLE.

Signature of Renter: _____ **Date:** _____

For Office Use Only

Person Paying Fee: _____
(Include Address & Phone # if different than renter)

Date Paid: _____ Amount:\$_____ Cash _____ or Check _____ Receipt #: _____

Received by: _____ Booked on Calendar: _____

Work Order Written: _____

Notes/Additional Information: _____