



Beverly Park Pavilion Rental Fee
Waiver Request Form

Organization _____ Contact Name _____

Address _____

City, State, Zip _____

Phone Number _____ Email Address _____

Select one:

Non-Profit Public School Other _____

Tax ID Number _____

Date of Event _____

Time of event _____ a.m./p.m. to _____ a.m./p.m.

Reservations are accepted between April 1 and November 30 between the hours of 9:00 a.m. and 9:00 p.m.
Please note, reservations cannot be made on major holidays such as Memorial Day, Mother's Day, Father's Day,
Independence Day, Labor Day, or during Village sponsored events such as the Halloween Hoot.

Number of attendees _____ (maximum 150)

Tell us about your event and how it benefits the community:

Is your event open to the public? Yes No

Please attach any supporting documents, such as a 5K route.

Pavilion rental fees are charged to cover the Village’s costs to set up and maintain the Pavilion for public use. Submittal of this form does not guarantee the rental fees will be waived. Waiver of fees is considered in support of charitable and other activities that broadly benefit residents of the Village. Requested dates and times are subject to availability. Fees waivers are granted only once per year for a given organization. All requests are subject to Village Council approval. Procedurally, the Parks & Recreation Board will review the request and then offer a recommendation to Council.

Please send requests to the Village Clerk by the deadline below.

Email: krutkowski@villagebeverlyhills.com

Mail: Village of Beverly Hills
 Attn: Village Clerk
 18500 W. 13 Mile Road
 Beverly Hills, MI 48025

2024 Deadlines

Deadline to Submit Admin	Parks & Rec Meeting Recommendation	Village Council Meeting Final Approval
January 8, 2024	January 18, 2024	February 6, 2024
February 5, 2024	February 15, 2024	February 20, 2024
March 11, 2024	March 21, 2024	April 2, 2024
April 8, 2024	April 18, 2024	May 7, 2024
May 6, 2024	May 16, 2024	May 21, 2024
June 10, 2024	June 20, 2024	July 2, 2024
August 5, 2024	August 15, 2024	August 20, 2024
September 9, 2024	September 19, 2024	October 1, 2024
October 7, 2024	October 17, 2024	November 6, 2024
November 12, 2024	November 21, 2024	December 3, 2024