

REQUEST FOR PERMIT
PICNIC SHELTER RESERVATIONS
WILLIAM B. UMSTEAD STATE PARK
8801 GLENWOOD AVENUE RALEIGH, NC 27617
(919) 571-4170

NAME OF RESERVING INDIVIDUAL: _____

GROUP NAME: _____

ADDRESS: _____
 (include street, city, zip)

TELEPHONE (____) _____ - _____

DATE OF PICNIC SHELTER USE: ____/____/____

SHELTER WANTED:

CRABTREE SECTION: (Hwy 70/Glenwood Ave Entrance)	LARGE "#1" (100 PERSONS)	\$85.00 _____
	SMALL "#2" (20 PERSONS)	\$25.00 _____
REEDY CREEK SECTION: (I-40 Entrance)	LARGE "#1" (125 PERSONS)	\$85.00 _____
	SMALL "#2" (60 PERSONS)	\$60.00 _____
	Accessible	

NUMBER OF PEOPLE EXPECTED _____

There are a number of nature programs available to the public. If your group has a special request for a program, please call the Visitor Center at (919) 571-4170 to make arrangements.

PLEASE NOTE

1. **APPLICATION AND FEE(S) MUST BE RETURNED WITHIN TWO (2) WEEKS OF REQUEST. IF RESERVATION IS CANCELLED AND A REFUND IS REQUESTED, WRITTEN NOTICE IS REQUIRED AT LEAST TWO WEEKS PRIOR TO THE RESERVATION.**
2. **ALCOHOLIC BEVERAGES ARE PROHIBITED.**
3. **ALL GROUPS MUST BE OUT OF THE PARK PRIOR TO CLOSING. PARK HOURS: NOV-FEB 8AM-6PM, MAR & OCT 8AM-7PM, APR, MAY, SEPT 8AM-8PM, JUNE-AUG 8AM-9PM**
4. **DAMAGE FEE MAY BE CHARGED AFTER INSPECTION OF THE FACILITY BY PARK STAFF.**
5. **POSTING OF SIGNS ARE PROHIBITED IN THE PARK!**
6. **THERE WILL BE A \$25.00 SERVICE CHARGE ON RETURNED CHECKS.**
7. **ANY TABLES THAT ARE MOVED MUST BE RETURNED TO THEIR ORIGINAL POSITION.**
8. **PLEASE RECYCLE ALUMINUM CANS.**
9. **PLEASE MAKE CHECKS PAYABLE TO THE ORDER OF:
"TREASURER OF NORTH CAROLINA"**

APPROVED BY: _____
 RECEIPT # _____
 CHECK # _____
 CASH _____

 (Signature of reserving individual)

 (Date)