

Rib Mountain State Park Amphitheater Rental Application

Form 2500-117 3/2007

State of Wisconsin

Department of Natural Resources

dnr.wi.gov

Please print clearly and mail completed application to Rib Mountain State Park, 4200 Park Rd., Wausau, WI 54401 or fax to (715) 842-1314.

Event Information

Name of person in charge _____

Group name _____

Number in group _____

Address _____

City _____

State _____ Zip _____

Daytime phone _____

Names of persons assisting with parking vehicles _____

Your choice of rental dates:

1st _____

2nd _____

Arrival time: _____

Ceremony or event time: _____

Departure time: _____

If wedding, rehearsal date and time (limit one hour): _____

Notice: You are required to complete this form to apply for shelter rental, under s. 27.01(2)(f), Wis. Stats. The Department cannot process your application unless you provide complete information.

Personally identifiable information on this form will be used to administer the parks and forest program and may be used to mail additional state park system information and natural resources surveys. It may be provided to requesters as required by Wisconsin's Open Records law [ss. 19.31-19.39, Wis. Stats.]. Card information will be kept confidential.

Amphitheater Rental Fees

(Subject to Change)

\$150 First Four Hours, \$15/hour thereafter

Enclose check to Wisconsin DNR or charge to:

Master Card Visa

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Expiration date _____ / _____

Signature: _____

Print name on card: _____

Mail to:

**Rib Mountain State Park
4200 Park Rd.
Wausau, WI 54401**

or fax to (715) 842-1314,

Phone (715) 842-2522 for more information.

LEAVE BLANK - DNR USE ONLY

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|--------------------------|---------------------|
| Date and Time Received | Confirmation Number |
| Clerk | Refund Number |
| Date Processed/Confirmed | Check Number/Date |
| Arrival Date | Clerk |



Rib Mountain Amphitheater



- The amphitheater is just to the north of the park office and is accessible for people with disabilities.
- Accessible vault/pit toilets are adjacent to the amphitheater.
- **Parking:** A gravel parking lot is on the left side of the roadway near the office. All vehicles must use this lot. Due to amphitheater and parking lot size, groups will be limited to 200 people or 50 vehicles. No parking will be available in the asphalt parking lot by the office because other park users also need parking space.
- Large groups such as weddings **must provide** an attendant(s) to direct and park vehicles for the event. This is for the safety of your guests and to maximize the available parking. The name(s) of these persons must be provided to the property at least 7 days in advance.
- **Electrical hookup** is available and included in reservation cost.
- The park does not provide any facilities for changing clothes (for example as for weddings).
- **Reservation and acceptance dates:** The amphitheater rents from the beginning of May to the end of September each year. October reservations are not accepted due to the increase of general park traffic during fall color. Reservations may be submitted in person, by mail, or by fax beginning the first working day after January 1 for each calendar year. Telephone reservations may be made during June, July and August for dates during that period.
- For weddings the amphitheater rents in a minimum of four-hour blocks for \$150; each additional hour is \$15/hour. This includes a set time for rehearsal, time and date to be determined between renting party and park staff.
- **Open/close time:** The amphitheater may not be occupied before 6 a.m. and must be vacated by 11 p.m.
- **How to make reservations:** The reservation request must be made on this form, if submitted in person or by mail. If calling in a reservation, be ready to provide the information requested on the form.
- **Payment:** Payment can be made by Visa, MasterCard, check, or money order payable to Wisconsin Department of Natural Resources.
- **Reservation confirmation:** Reservations will not be confirmed until payment is received. Reservation requests which do not include payment will hold the amphitheater for 7 days. If payment is not received within 7 days of the request, the amphitheater will once again be made available to others.
- **Cancellations:** Refund requests with 21 or more days notice will be reimbursed 50 percent of the payment. Refunds will not be given for cancellation requests received less than 21 days before the amphitheater was to be rented.
- **Vehicle admission stickers:** Vehicle admission stickers are required on all motorized vehicles. Stickers may be purchased upon arrival.
- **Reduced rate stickers for large organized groups for day use only:** The group rate is \$5 per vehicle with a minimum charge per group of \$100 (subject to change). These stickers are valid for vehicles with either Wisconsin or non-resident license plates. The group must contact the property by mail, telephone, or in person at least 7 days in advance.
- No tents may be set up outside of the shelter or amphitheater that require staking because of the location of several underground electrical lines. Freestanding tents/gazebos may be set up outside of the amphitheater with prior approval.
- Please be aware that this reservation is only for the amphitheater and does not include the adjacent picnic area. Other park users may be using the adjacent picnic area and restroom facilities during your event.
- **Responsible persons:** The person making the reservation is responsible for seeing that the area around the amphitheater is clean and well kept during and after the event and for ensuring compliance with all applicable state statutes and state park and forest rules. No bands or amplified music are allowed. Failure to follow procedures may result in additional charges to your group.
- **Carry in/carry out:** The park does not have trash or recycling receptacles for visitors. Plan your activities to use reusable containers and minimize garbage. Please bring adequate bags/containers to enable you to take your garbage and recyclables with you.