

**City of Portland**  
**Amphitheater Reservation Application Form**  
**Hudson Family Park**

To request a reservation for the Amphitheater, please complete and submit to:

Mayor's Office:

321 N Meridian St

Portland, IN 47371

260-726-9395 ext. 221

[mayorsoffice@thecityofportland.net](mailto:mayorsoffice@thecityofportland.net)

If you have any questions, you may contact the Mayor's Office.

**GROUP/CONTACT INFORMATION:**

Group/Organization Name:

\_\_\_\_\_

Person Responsible:

\_\_\_\_\_

Address:

\_\_\_\_\_

Telephone:

\_\_\_\_\_

**EVENT INFORMATION:**

Brief Description of Event/Program:

\_\_\_\_\_

Day and Date Requested:

\_\_\_\_\_

Event/Program Times:

Start

Finish

\_\_\_\_\_

**(Note: Please be sure to include adequate time for set-up and clean-up, as this will be part of your reservation time.)**

**CONCESSION BUILDING:** \_\_\_\_\_ Yes (or) \_\_\_\_\_ No

The Concession Building Fee is \$100.00 plus 7% tax on the cost of the concession building, to be paid in advance. **This fee is not refundable.**

**If your organization is NOT FOR PROFIT, a 501C will need to be provided.**

