



Please complete and submit the form below for approval. Application does not guarantee approval. Applications are approved on a first come basis based on date, package and staff availability. Once requests have been confirmed by an Oakland County Parks employee via email or phone, your package will be reserved. Once approved, you will be contacted to process payment for the mobile units. If booking internally, please note in the OTHER section which items you would like to have that are not listed in our drop down menu.

PACKAGE REQUEST SECTION					
Date of Application		Phone		Email	
Agency Name			Contact Name		
Address					
City/State/Zip					
Non-Profit/Government			Other		

Package Request	Name/Type of Event	Location: Include Address	Date of Event	Time of Event	Day of Phone Number	Expected Attendance
Other:						
Other:						
Other:						

OFFICE USE SECTION					
1) Approved:Y N	2) Approved:Y N	3) Approved:Y N	Pay Code:	Other:	
By:	By:	By:			
Entered Date:	Entered Date:	Entered Date:			
By:	By:	By:			
Notes:	Notes:	Notes:			

Please return to:
 Oakland County Parks, Attn: RPS 2800 Watkins Lake Road, Waterford, MI 48328
 Email: rpsreservations@oakgov.com Phone: (248) 858-0916
 Submit this form with your organization's name. Ex: "Chester Public Schools Mobile Unit Application."
 Please note: This is a Non-RAPP form.

