



## Shelter Request Letter

Spotsylvania Parks & Recreation Department – (540) 507-7529

P.O. Box 28

Spotsylvania, VA 22553

Physical Address – 10910 Leavells Road, Fredericksburg, VA 22407

I, \_\_\_\_\_, would like to reserve (check one)

- Loriella Park – Shelter “A” – Next To Pool
- Loriella Park – Matthew C. Chenault Memorial Shelter – Next To Playground
- Ni River Reservoir Shelter
- Chewning Park Shelter
- Arritt Park Shelter

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Estimated Attendance: \_\_\_\_\_

Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Email Address:

\_\_\_\_\_

Primary Phone Number: \_\_\_\_\_

Secondary Phone Number: \_\_\_\_\_

Signature \_\_\_\_\_