



**Taylor Parks & Recreation  
Program Proposal Form**  
1412 Davis St, Taylor, TX 76574  
512-309-6266 parks@taylortx.gov

*Thank you for taking the time to submit your program proposal for review. Please submit one proposal per form. Please complete and return the form to the Taylor Parks & Recreation Department at the address above.*

Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Proposed Program Title: \_\_\_\_\_

Program Details (Brief description of class. Use a separate sheet of paper if you need more space):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Target Group:  Preschool  Youth  Teen  Adult  50+  Family  Other

Duration of Class: \_\_\_\_\_ Time of Class: \_\_\_\_\_

Day of Week (Choose All That Apply):  Monday  Tuesday  Wednesday  
 Thursday  Friday  Saturday  
 Sunday

Dates: \_\_\_\_\_

Facility:  Memorial Fieldhouse Multipurpose Room  Memorial Field  
 Taylor Regional Park: \_\_\_\_\_  Dickie-Givens Center  
 Murphy Park: \_\_\_\_\_  Other: \_\_\_\_\_

Will this be a one-time event, or will it be a series?  One Time Event  Series

Will it charge a fee or be free?  Charges a Fee  Program is Free

What amount do you intend to charge participants? \_\_\_\_\_



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For Programs Charging a Fee, Contractor will be paid...

A Flat Rate of \_\_\_\_\_ per class    Or     70% of the class Fee (30% to City of Taylor)

Minimum # of Participants: \_\_\_\_\_ Maximum # of Participants: \_\_\_\_\_

Additional Program Requirements: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you possess independent contractor liability insurance?     Yes     No

All independent contractors must provide proof of insurance to the Taylor Parks & Recreation Department. All insurance certificates must name the City of Taylor as an additional named insured.

Do you Agree to the terms listed above?     Yes     No

Additional Information: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What to expect next?

Thank you for your interest in offering a program for our department. Your proposal will be reviewed, and you will be contacted by a staff member in approximately 2-3 weeks.