



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.