

Commercial Use - Monthly Report



City of Austin
Parks and Recreation Department
Commercial Use of Dedicated Parkland
Daily Use Summary and Monthly Revenue Activity

Permit Holder - Daily Use Reporting Form

ALL trainers, all classes must be reported. NO more than 3 trainers/\$1500 maximum/6 months. Complete 1 form per month per trainer. Use drop down selection box. Form is due by the 10th day after the reporting month ends.

Enter Company Name

Company Name: _____
 Permit Holder 1: _____
 Permit Holder 2: _____
 Permit Holder 3: _____

Select or write in month of report

Year:	Permit period and Month:						Choose one		
	1 PAID clients / day	Free Classes, or 3 or less clients	2 PAID clients / day	Free Classes, or 3 or less clients	3 PAID clients / day	Free Classes, or 3 or less clients	Subtotal \$0.45/ paid trainee	Subtotal Free or 3 or less	
1	4	0	0		0		\$1.80	0	
2	0	3	0		0		\$0.00	3	
3	0	3	0		0		\$0.00	3	
4	0	2							
5	4	0							
6	0	2							
7	0	2							
8	0	3	0		0		\$0.00	3	
9	4	0	0		0		\$1.80	0	
10	5	0	0		0		\$2.25	0	
11	4	0	0		0		\$1.80	0	
12	0	3	0		0		\$0.00	3	
13	5	0							
14	0	3							
15	0	2							
16	7	0							
17	0	3	0		0		\$0.00	3	
18	0	2	0		0		\$0.00	2	
19	0	3							
20	5	0							
21	0	2							
22	0	2							
23	5	0							
24	0	3	0		0		\$0.00	3	
25	0	3	0		0		\$0.00	3	
26	5	0	0		0		\$2.25	0	
27	4	0	0		0		\$1.80	0	
28	0	2	0		0		\$0.00	2	
29	0	2	0		0		\$0.00	2	
30	0	0	0		0		\$0.00	0	
31	0	0	0		0		\$0.00	0	
Total Free Participants:			45				Total Paid Participants:	52	
							The total due this month is:	\$23.40	

One or the other of these columns will be filled in showing attendance for each day of the month

Enter amount into this column when attendance total is 4 or more

Enter amount into this column when attendance is 3 or less OR when the attendees did not have to pay

Total participants and total due will fill in automatically

Permit Holder Verification:
 I verify that all of the above information is true. I have also read, understand, and will comply with the park use policies and procedures as set forth by the City of Austin Parks and Recreation Department.

Signature _____ Printed Name _____ Date _____

Sign and date