

PICKERINGTON PARKS AND RECREATION DEPARTMENT
100 Lockville Rd., Pickerington, OH 43147
Phone: 833-2211 Fax: 833-2201

NAME: _____ ORGANIZATION: _____ DATE: _____
 ADDRESS: _____ ZIP: _____
 PHONE: Home _____ Work/Cell _____

I hereby request use of the following facility:

Facility: _____ Date: _____ Time: _____

SHELTER RENTAL INFORMATION

1. Facilities shall be available for rental use year round. **Restroom facilities will not be available from November 1 to May 1.** Reservation agreements will be accepted after January 1 of each year.
2. Facilities will be reserved on a first come, first serve basis. Full payment is required when submitting the rental contract.
3. Any person or organization holding an approved application shall receive a refund only if the Parks & Recreation Director is given proper notice to cancel prior to two (2) weeks from the scheduled date of use.
4. In the event of rain or extreme weather conditions, as determined by the Recreation Director, reservations will be rescheduled if possible.
5. The group or organization using the facilities shall assure that:
 - a. All park rules are followed.
 - b. Damages made to the facilities or equipment during their time of use shall be their financial responsibility.
 - c. Facilities shall be left clean and neat.
6. Applicant agrees to pay rental fee of:
 - a. Resident/Non-Profit:
Daily (9am-4pm **or** 4:30-9pm)
\$40 per time slot
 - b. Non-Resident:
Daily (9am-4pm **or** 4:30-9pm)
\$80 per time slot

PARK RULES

1. Damaging or removing park property, natural features, and wildlife is prohibited.
2. No littering or dumping.
3. Possession or discharging of firearms or other dangerous weapons is prohibited.
4. Loud or disruptive behavior is prohibited.
5. Advertising and commercial enterprise requires permission of the Manager.
6. No camping without a written permit from the Manager.
7. No fires except in designated areas.
8. Hunting and trapping is prohibited.
9. The only pets allowed in parks are domestic dogs and cats which must be controlled at all times and secured to a leash no longer than six foot. Pet owners must clean up after their dog and carry a device for this purpose.
10. No boating, swimming or wading.
11. No motorized vehicles except in designated areas.
12. Alcoholic beverages are prohibited.
13. Violation of any park rule may lead to ejection from the park or prosecution under the laws of the City of Pickerington.

Even though you may have a Pickerington mailing address, or live within the Pickerington Local School District, you may not necessarily live within the Pickerington city limits. We ask for your understanding when reserving a shelter.

Applicant hereby agrees to hold the City of Pickerington; its officers, agents, and employees, harmless from any and all liability of responsibility for any injury or accident which might occur on park premises.

The City of Pickerington Parks & Recreation Department reserves the right to cancel this contract or make a decision on any situation not covered herein.

Applicant hereby acknowledged that he/she has read and agrees to comply with the terms and conditions of this contract.

Signature of Applicant _____ **Date** _____

Office Use Only:
 Approved _____ Date _____
 Amount Received _____ Receipt Number _____