

# **CITY OF REMINDERVILLE**

## **RAY WILLIAMS PARK**

### **PAVILION RENTAL RULES AND REGULATIONS**

Use of City Property and/or Facilities is subject to all pertinent State Laws, City Ordinances, and Health Department Regulations. These Rules and Regulations are subject to change based on current State and Local Health Orders. The following shall apply unless otherwise directed by the mayor.

#### **1. RESERVATIONS**

- a. Ray Williams Park Pavilion (“Pavilion”) is located inside the playground at 3601 Glenwood Blvd., across from the Reminderville Police Department.
- b. The Pavilion may be reserved by City of Reminderville residents only. For no charge, the pavilion is available daily first come, first served. For a charge, the pavilion can be reserved for individual use. Playground is kept open to public.
- c. The Pavilion is not available to “For Profit Entities.” Non-profit groups with addresses in the City of Reminderville may be available to reserve as approved by the mayor.
- d. The individual requesting to rent the Pavilion must be at least twenty-one (21) years of age, show proof of residency, and complete a Pavilion Rental Application. The Pavilion Rental Application is available at the Municipal Center or online at [www.reminderville.com](http://www.reminderville.com).
- e. Renter shall remain on the premises during the event period and will be responsible for the supervision of the event; including behavior of all participants and their prompt departure at the end of Pavilion use.
- f. Renter will be charged for any damages/excess cleaning to the Pavilion which are over the deposit amount.
- g. Renter may not assign, transfer, or sublet to others the use of the Pavilion.
- h. Any violations of these rules and regulations may result in the forfeiture of the reservation, forfeiture of all fees paid, and a ban on future rentals.
- i. The City of Reminderville reserves the right to reject an application or cancel approval at any time.

#### **2. FEES**

- a. The rental fee for the Pavilion is twenty-five dollars (\$25.00).
- b. All applicants shall submit a security deposit of fifty dollars (\$50.00). This payment must be separate from the rental fee. Security deposit will be held with the application and subject to deductions for violations of these rules.
- c. Rentals must be paid by cash or check within one week of the reservation approval.

#### **3. CANCELLATIONS**

- a. Request for cancellation must be made in writing.
- b. Cancellations made more than two (2) weeks before date of event will receive a full refund of rental fee and deposit.

- c. No refund of rental fee will be made if cancellation request is received less than two (2) weeks from event date, but deposit will be returned.

**4. TIME FRAME**

- a. The Pavilion is available for rent seven (7) days a week, in six (6) hour increments, from 8:00 AM to 9:00 PM.
- b. Renter must adhere to the time limits.
- c. The Pavilion is to be in order and vacated at the specified end time.

**5. DECORATIONS/DAMAGES/CLEANUP**

- a. Decorations shall be done in a manner so as not to damage the Pavilion.
- b. Use of entertainment services such as bounce houses or petting zoos must get approval from City Hall.
- c. A small personal music device may be used but sound shall not travel beyond 50 feet of the Pavilion. Music containing inappropriate language is prohibited.
- d. Hanging decorations from light fixtures is not permitted.
- e. Renter is required to leave the Pavilion in the same condition as he/she found it. Failure to do so may result in deductions from the security deposit.
- f. Renter shall be responsible for clearing out all personal belongings and cleaning up the pavilion including the surrounding grass area after the event.
- g. Garbage that does not fit in the park garbage cans must be bagged and disposed of in the dumpster across the street from the Pavilion. Garbage bags left behind will result in deductions from security deposit.
- h. Renter shall be held responsible for any damage to the Pavilion and said damage may result in deductions from security deposit.

**6. FOOD AND BEVERAGE**

- a. Alcoholic beverages are not permitted in the Pavilion.
- b. Food and non-alcoholic beverages are permitted in the Pavilion, subject to clean up at expiration of event. No bags or containers are to be left behind on the ground or tables.

**7. PROHIBITED ITEMS**

- a. The use of any open flame, candles, incense, smoke machines, sparklers, fireworks, cigarettes, cigars, or firearms are not permitted in the Pavilion.
- b. The use of glitter or confetti is not permitted in the Pavilion.

**8. LIABILITY**

- a. The City and its officers shall be freed from any liability for loss, damage, or injury to persons or property resulting from the rental.

**City of Reminderville**  
**Pavilion Rental Application Form**

Please complete form and return to Reminderville City Hall.

Name/Organization: \_\_\_\_\_

Address: \_\_\_\_\_

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

Email Address: \_\_\_\_\_

Date of rental: \_\_\_\_\_ Time of rental: \_\_\_\_\_ - \_\_\_\_\_

Approximately how many people will attend: \_\_\_\_\_

Name of Home Insurance Company: \_\_\_\_\_

I, the undersigned, having read and understood the Policies and Procedures for the rental of the Ray Williams Park Pavilion, hereby agree to abide by the same.

I agree to defend, indemnify and hold harmless the City of Reminderville from any claim, demand, suit, loss, cost of expenses or any damage which may be asserted, claimed or recovered against or from the City of Reminderville or its agents or employees by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury, or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of the City of Reminderville, or by third parties, or by the agents, servants, employees, or any of them.

Signature \_\_\_\_\_ Date \_\_\_\_\_

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Approved By \_\_\_\_\_ Date \_\_\_\_\_

Deposit \_\_\_\_\_ Rental fee \_\_\_\_\_