

RESERVATION POLICIES & REGULATIONS



RESPONSIBILITIES DURING CONTRACTED EVENT:

- 1) ***Set Up/Decorating Time*** must be included in rental time. Additional set up/decorating time can be purchased.
- 2) ***Take Down/Cleaning*** - rental includes "normal" park cleaning. Sufficient take down and cleaning time should be within time allotted in rental. The renter is responsible for picking up all garbage and trash. Receptacles are provided by the District. If cleanup is unsatisfactory, renter will be billed additional charges at the rate of \$150 per hour (minimum one hour).
- 3) ***Hours requested*** should include time for the renters set up/clean up and equipment rental needs. Individuals associated with the event will not be allowed to enter the facility before the time indicated and must leave by the contract end time. All individuals associated with the event must vacate the rented area by the indicated ending time.
- 4) ***Delivery/Pick up of supplies or equipment*** must occur at the rented area during contracted time of rental. No personal or rental equipment can remain in the park after the contracted time. The District is not responsible for any items left in the rented area after your scheduled event has concluded. **NO VEHICLES MAY NOT DRIVE ON GRASS AT ANY TIME.**

REGULATIONS

1. Reservations will be taken on a first come first serve basis.
2. Events can begin as early as 8am and must end by DUSK with all personal and rental equipment removed.
3. If the event goes beyond the scheduled hours, or there is any damage to the rented area or equipment used, the renter risks loss of deposit in addition to charges billed at the rate per hour (minimum one hour).
4. Amplified sound restrictions apply to all outdoor rentals.
5. The District reserves the right to require off - duty sheriffs or security for any rental the District feels is appropriate, cost of which will be funded by the renter.
6. District outdoor facilities are not available for "open to the public, pay at the door" large events; large events over two hundred (200) people must be approved by District.
7. I understand that the District will not sponsor any private rental activities. The District name will not be used in promoting the organization or event, and the District personnel will not participate in the activities of the organization during the rental of District facilities.
8. All rental contracts cannot be transferred, assigned or sublet.
9. The use of any and all tobacco products and smoking in any form is prohibited on any District property.

REFUND POLICY:

90 days	Full Refund of all fees, minus \$25 cancelation fee	30-59 days	25% of rental fees refunded
60-89 days	50% of rental fees refunded	1-29 days	No refund will be issued

*** FOR BBQ AREA RENTALS**

If inclement weather arises during the BBQ area rental time period, the renter will have the option to reschedule or receive a refund.

ALCOHOL:

Serving alcohol is permitted within the park boundaries during the reservation time. However, glass bottles are NOT permitted at any of FORPD parks.

SOUND:

Amplified sound is allowed, but restrictions apply. Restrictions are:

- DJ Equipment **not** permitted (i.e. large speakers, speakers on stands, mixer boards, etc.)
- Amplified sound can come from a boom box, small-medium sized radio, wireless speaker, etc.
- Amplified sound must remain at a low level at all times. Low levels are considered to be a level at which you can still hear someone speaking to you
- and/or have an understandable conversation while the music is playing.
- NO amplified sound after 8:00pm (April – September). NO amplified sound after 7:00pm (October – March). NO amplified sound before
- 10:00am (Monday through Sunday – all year!)
- All amplified sound is subject to District staff discretion. Staff has the right to ask the renter to turn off or lower the sound level at any times.

CHAPERONES:

There shall be at least one (1) adult (21 years or older) chaperone for each twenty (20) minors present.
CHAPERONES SHALL BE IN ATTENDANCE AT ALL TIMES DURING THE EVENT.

DECORATING:

Table and free standing decorations are allowed. Rice, confetti, glitter, metallic confetti, and hay/straw are not permitted.

All decorations must be thrown away after event is over.

PARKING:

Parking availability is not guaranteed and may be limited. Any renter found parked illegally will be towed at the registered owners expense.