

Parks & Recreation

Park Facility Rental & Special Event Form

Contact Name: _____
Organization Name (if applicable): _____
Address w/City & Zip: _____
Contact Email: _____
Contact Phone: _____
Event Purpose: _____
Number of Guests Expected: _____
Equipment/Activities used at Event: _____

See important information on the back of this form for special event/whole park rental

Date of Event: _____ Time (start and end): _____

North Olmsted Park- 28114 Lorain Rd.

<input type="checkbox"/>	NO Park Community Council Pavilion (75 People)	North Olmsted Park Field #1	<input type="checkbox"/>
<input type="checkbox"/>	NO Park Playground Pavilion (35 People)	North Olmsted Park Field #2	<input type="checkbox"/>
<input type="checkbox"/>	North Olmsted Park Gazebo (20 people)	North Olmsted Park Field #3	<input type="checkbox"/>
<input type="checkbox"/>	North Olmsted Park Sand Volleyball Courts	North Olmsted Park Field #4	<input type="checkbox"/>
<input type="checkbox"/>	North Olmsted Park Basketball Courts	North Olmsted Park Field #5	<input type="checkbox"/>

Little Clague Park- 3000 Clague Rd.

<input type="checkbox"/>	Little Clague Park Pavilion (60 People)	Little Clague Park Field #1	<input type="checkbox"/>
<input type="checkbox"/>	Little Clague Park Soccer Field	Little Clague Park Field #2	<input type="checkbox"/>

Barton Bradley Park- 30651 Bradley Rd.

<input type="checkbox"/>	Barton & Bradley Park Pavilion (60 People)	B&B Soccer Field #4	<input type="checkbox"/>
<input type="checkbox"/>	Barton & Bradley Soccer Field #1	B&B Soccer Field #5	<input type="checkbox"/>
<input type="checkbox"/>	Barton & Bradley Soccer Field #2	B&B Soccer Field #6	<input type="checkbox"/>
<input type="checkbox"/>	Barton & Bradley Soccer Field #3	B&B Soccer Field #7	<input type="checkbox"/>

Pavilion Rental Fees:	Mon-Thur	Resident: \$75	Non-resident: \$100
	Fri-Sun	Resident: \$100	Non-resident: \$125

Field Rental Fees:

Resident: \$25 per 2 hours	Non-Resident: \$40 per 2 hours
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Field Prep Fees (lined/dragged/bases for a game):

<input type="checkbox"/> Resident: \$35 flat fee	Non-Resident: \$45 flat fee	<input type="checkbox"/>
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I agree to take full responsibility of any damages that occur during my rental.

I have read and agree to comply with the rules for use and cancellation policy (see back).

Signature: _____ Date: _____

TURN OVER

North Olmsted Parks & Recreation

Rules and Regulations for Rentals

Must be at least 21 years old to rent.

No Alcohol is permitted at any North Olmsted City Park.

Fees must be paid in full and form must be completed, at the time of reservation.

Renters must provide adequate supervision of children when at any Parks.

Anything other than tape to hang decorations is prohibited.

Banners and signs may be used the day of your event but need to be taken down at the conclusion.

Cancellation Policy: No refunds will be made. In the event of extreme weather conditions or park closings, as determined by North Olmsted Parks and Recreation, every effort will be made to reschedule your event on dates that the pavilion has not already been rented. A credit on your recreation account can also be given. The credit can be used for any registration with the Recreation Dept.

Paperwork: Once your pavilion rental has been confirmed by North Olmsted Parks and Recreation, the pavilion is yours to use for the rental date and times. You should bring a copy of your reservation form with you on the day of your event. If another party is using the pavilion when you arrive please show them your reservation form. For any problems the day of your rental please contact the front desk of the Recreation Center at 440-734-8200.

Insurance: Anyone planning on having food trucks, animals, amusement rides/games, or vendors must provide a Certificate of Insurance that lists the City of North Olmsted as additionally insured at a minimum of \$1,000,000. Food trucks also need to pass an inspection with the NO Fire Dept.

Special Events/Whole Park Rentals: Includes events such as races/walks, events with items for sale, etc. For these types of events there is another application that needs to be filled out and approved through the Safety Department. THE FEES CHARGED WILL BE BASED ON THE SIZE/SCOPE OF THE EVENT.

Entertainment: The City of North Olmsted reserves the right to approve and/or deny any entertainment offered at an event. The type of entertainment must be provided to North Olmsted Parks and Recreation at least 14 days in advance of event.

Parking: Neither the Renter or any person attending or servicing an event may park on public roads, grass, or pedestrian paths without approval from North Olmsted Parks and Recreation.

Fields: Use of fields is permitted only when no league games or practices are scheduled. Any organized game or athletic event on any field must have a permit that requires a fee. Fields must be left in good playing condition and may not be used when wet.

Cleanup: Renter is responsible for clean up of pavilions. All garbage, including loose trash, should be placed in garbage cans. Signs/banners should be removed. Tape should be removed from beams and picnic tables. Additional garbage cans can be placed at the pavilion if requested 1 week before rental.

Liability and Hold Harmless, Release and Indemnification:

The Renter and all guests of the Renter will use the pavilions at their own risk. The City of North Olmsted shall not be responsible or otherwise held liable in anyway for injury to Renter or any guests of the Renter while on the premises. No guarantees are expressed or implied regarding liability/compatibility of materials or contents suitability for Renter's intended use of property. Renter hereby agrees to hold the City of North Olmsted harmless, release and indemnify City of North Olmsted, its employees and officials for any cost or expense whatsoever arising from or related to any claim, demand, suit, or litigation which may arise out of or in connection with Renter and/or Renter's guests use and occupancy of pavilions or park property or failure of Renter and Renter's guests to observe all rules and regulations of Local, State, and Federal Laws.

Signature: _____

Date: _____