



# Greenville City Parks

100 Public Square, Greenville, Ohio 45331  
937-548-2315

## Shelter House Reservation Application & Agreement (Please Print)

Date of Event: \_\_\_\_\_ Shelter Number: \_\_\_\_\_ Shelter Fee: \_\_\_\_\_

Type of Event: \_\_\_\_\_ Number of People Expected: \_\_\_\_\_

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

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Home or Cell Phone: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

### Please read and sign:

- Shelters must be paid for within 7 days after the reservation is made or such non-payment shall result in the cancellation/forfeiture of the reservation.
- There is a **“No Refund”** Policy meaning the rental fee charged hereby, once paid, and is non-refundable for any reason or cause.
- No admission fee may be charged by the applicant for any use of the Park’s facilities.
- **Do Not** move tables around inside the shelters!
- No Smoking is permitted on the grounds of the park where **“NO SMOKING”** signs are posted.
- No alcoholic beverages are to be consumed and or distributed.
- Users shall comply with the posted occupancy use loads for shelters which are being reserved.
- No Tents are allowed in the Park.
- Absolutely **NO** staples, nails, or tacks are to be used to secure table coverings or hang decorations.
- All decorations must be hung using masking tape and completely removed following the activity.
- Please leave charcoal ashes in the grill. Do not place ashes in the trash container.
- Please obtain a noise permit if music is going to be played.
- Please keep amplified music/announcements to a minimum volume to respect the surrounding neighbors.
- Please remove and discard the Shelter Reservation Card upon conclusion of the event.
- All rules and ordinances, governing Greenville Parks and Recreation must be observed at all times including driving and parking in designated areas. **NO** parking on any grass area.

I, \_\_\_\_\_, (party responsible for rental) have read and understand the rules and regulations governing the use of the above facility and agree to abide by said rules, regulations, and policies. I understand that I, the undersigned, will be held completely and totally responsible for any and all damages that are incurred during the course of the rental and the rental fee in no way limits my liability to the extent of damage. I, the undersigned, also understand that I am responsible for the application of insurance proceeds, if any, to the repair or replacement of the premises or property thereon necessitated by any damages due to negligence, accidents or on purpose, and if not insured, I shall repair the demised premises or replace or repair property thereon solely at my expense.

The City of Greenville Parks and Recreation Department does not assume liability for any injury or death, or loss of personal property to renter or any individual or group associated, employed, or in conjunction with renter on or about the premises, sidewalks or alleys, adjoining the premises for the following circumstances. (1) A loss of property by theft or burglary; (2) Accidental damage to person or property from the use of any utility on the premises; (3) Damage caused by action of the natural elements, or; (4) Damage or injury resulting from the conduct of the employees of renter whether negligent or otherwise. Renter shall not make any claims against the City of Greenville Parks and Recreation Department for any loss or damage described herein. Renter shall also indemnify the Parks and Recreation Department against all claims by any individual group, associate, employee, agent or guest of renter. The City of Greenville Parks and Recreation Department shall be liable for loss, damage, or injury resulting from structural defect of the building on the demised premises if the structural defects are not caused by the negligence of the renter, and renter shall not be obligated to indemnify the City with respect thereto.

The Greenville Parks and Recreation Department reserves the right to deny use of the City Parks and facilities to the groups who fail to comply with the rules and regulations set forth by the Greenville Parks and Recreation Department and the City of Greenville. It is understood that the group/organization using the above park/facility will comply with the laws of the State of Ohio, the City of Greenville, and all rules and regulations set forth by the City of Greenville Parks and Recreation Department.

\_\_\_\_\_  
Signature of Responsible Party

\_\_\_\_\_  
Date

**For Office Use**    **Fee Paid:** \_\_\_\_\_    **Date:** \_\_\_\_\_    **Receipt #:** \_\_\_\_\_    **Received by:** \_\_\_\_\_

**Cash/Check #:** \_\_\_\_\_