



City of South Euclid Parks

PAVILION PICNIC SHELTER RESERVATIONS

Thank you for requesting a Pavilion Permit Application from the City of South Euclid. Attached is our Pavilion/Picnic Shelter Reservation Application, which you as a South Euclid Resident, must fill out completely in person at the South Euclid Community Center at 1370 Victory Dr. (Behind Giant Eagle on Mayfield Rd) between the hours of 9am – 4:30pm, M-F. Our Community Center phone number is (216) 291-0771.

Proof of residency is required. Your Ohio Driver's License/State of Ohio Identification card AND a current copy of either a gas or electric bill only, must be presented at the time of application.

Payment of seventy-five dollars (\$75.00) must accompany the application. – Cash, money order, MasterCard or Visa (2.99% convenience fee applies to credit cards). This payment includes a \$25.00 rental fee and a \$50.00 deposit fee. We cannot accept debit cards at this time.

Maximum reservation time is six (6) hours. When the event is over and it has been determined that there are no additional charges (clean up fee or damage fee), you will be issued a \$50.00 check which will be sent to the address on the permit application (please allow 7-21 business days).

Keep in mind that *we recommend* you allow *at least seven (7) working days* to process the permit once we receive your application. Remember, permits are issued in the order that properly completed applications are received.

Also enclosed are copies of the specific rules and regulations that govern the use of our pavilion picnic shelter and other park areas. Please read them carefully and do not hesitate to call us if you have any questions. It is important that you understand and comply with the rules and regulations.

We hope that you enjoy our City's facilities and that your event is successful and pleasant.

Sincerely,

Meg Martinez
Community Center Director

Sergeant Robert Abele
Traffic Commissioner/Park Guard Supervisor



City of South Euclid Parks

PAVILION PICNIC RESERVATIONS – RULES AND REGULATIONS

- 1) Pavilion Picnic Shelters are available from May 1 through October 15 of each year. The available pavilion picnic shelters are:

	<u># of Tables</u>	<u>#of Grills</u>	<u>Restrooms</u>
Quarry Park North	4	2	Yes
Bexley Park	4	3	Yes

Rental is available to South Euclid residents only, 21 years of age or older. Resident must secure a rental agreement at least seven (7) business days prior, in person, at the Community Center, Monday through Friday, 9:00am-4:30pm. Proof of residency is required, current driver's license/state I.D., and current utility bill (gas or electric only), are required at time of application. The fee for the Pavilion Picnic Shelter is Twenty-Five Dollars (\$25.00) plus a Fifty dollar (\$50.00) deposit for a total of Seventy-five dollars (\$75.00).

- 2) Pavilion Picnic Shelters may be used without a permit, but groups with a permit have priority and must be granted use of the Pavilion upon presentation of their permit. A six (6) hour time frame is the maximum allowable reservation time. Permit rights will be enforced by City of South Euclid Park Guards and the City of S.E. Police Department (216-381-1234).
- 3) Reservation of Pavilion Picnic Shelters includes the shelter, tables, and grills only. Use of adjacent athletic fields will be limited in use. The athletic fields can only be used when the City baseball and softball leagues are not using the fields and then are on a first come first served basis. Tennis courts are also on a first come first served basis and are to be used in conjunction with normal tennis game rules.
- 4) Reservation of pavilion picnic shelters **does not automatically include the use of Bexley Park pool or Quarry Splash Park.** Pool use guests of the pavilion must follow normal pool rules. For more information on pool fees, call 216-381-0446. For information on the Splash Park at Quarry North, call (216)381-7674. Pools and the Splash Park open at the beginning of June each year.
- 5) No pavilion picnic shelter reservation application shall be approved unless the group's applicant desiring to rent the facility is an adult (must be 21 years of age or older) resident of South Euclid. Proof of residency will be by a photo ID provided by the Ohio Bureau of Motor Vehicles and a current gas or electric bill in the applicant's name. Only such applicant shall submit the application. The applicant shall be responsible for the reservation and for the conduct of the guests and while so using the facilities, **shall be personally present during the entire period of such use. Failure of the applicant to be present at all times will result in the permit being revoked and the function stopped and no refund of deposit or rental fee.** The applicant shall be responsible to the City of South Euclid for any damage which may be caused by the group or any member thereof during the period of such use. Not less than fifty percent (50%) of the group must be residents of the City of South Euclid.

- 6) Only one application per year will be accepted by any resident.

- 7) Pavilion Picnic Shelter reservation includes the number of tables and grills assigned to a particular shelter.

- 8) The following are prohibited as part of the permit for the Pavilion Picnic Shelter:
 - a) Fires anywhere but on the grills provided.
 - b) Portable fire pits.
 - c) Signs, flyers, posters, etc. (Only allowed at the Pavilion and must be removed prior to leaving the shelter).
 - d) Additional grills.

- 9) The following prohibitions are in effect in all park areas at all times:
 - a) Dogs and other domestic animals. However, dogs are allowed at Quarry North in the Dog Park only. This prohibition does not apply to a service dog accompanying an unsighted person, or other person who by reason of a medical necessity must be accompanied by a dog, or dogs that are assisting peace officers in law enforcement duties.
 - b) No ponies, horses and/or other animals for rides or display.
 - c) Motorcycles or other two wheeled motorized vehicles can be driven into and parked in the parking lots only.
 - d) No inflatable devices, bounce houses, climbing walls, or other amusement devices unless approved by the City.
 - e) Loud and disturbing music; loudspeakers; bands or disc jockeys.
 - f) Intoxicating substances (i.e., Alcoholic beverages) or illegal drugs.
 - g) Entering the park in an intoxicated condition.
 - h) Gambling
 - i) Expose or offer for sale any food, beverage, ice-cream, frozen desserts or any other edible comestible or any other article or thing unless he is a concessionaire duly licensed by the proper authority of the City.
 - j) Engage in loud, boisterous, threatening, abusive, insulting or indecent language, or engage in any disorderly conduct or behavior tending to a breach of public peace.
 - k) **Driving or parking on the sidewalks, all purpose paths, grassy areas is prohibited. Vehicle use is restricted to the paved parking lots for non-city vehicles.**
 - l) Movement of picnic tables or grills from any shelter.
 - m) Digging fire pits, or otherwise damaging City property.
 - n) Any act of vandalism.
 - o) Firearms or air or gas or spring-propelled guns, sling shots, bows and arrows or other projectile-throwing devices.
 - p) Fireworks.
 - q) Smoking.

- 10) **Park hours are 6:00 AM to 11:00 PM (strictly enforced).**

- 11) Guests using the pavilion picnic shelters and other park areas are responsible for cleanup of their litter and other debris and for any damage to City property and facilities. All signs and posters, etc. must be removed from the pavilion at the conclusion of the pavilion use. All

trash must be removed to the dumpster at the northeast end of Felton parking lot for Bexley Pavilion, and the south end of the parking lot near the dog park for Quarry Pavilion. Failure to do so will result in forfeiture of security deposit.

- 12) Violation of these rules and regulations will result in possible prosecution or other appropriate legal action, the loss of the deposit and rental fee, and will result in the loss of future pavilion picnic shelter privileges.
- 13) Cancellations of pavilion reservations must be requested in writing and submitted to the South Euclid Community Center. Cancellations made more than 2 weeks before the date of the pavilion rental will receive a full refund of the security deposit minus a \$15.00 processing fee. No refund of security or rental fees if cancellation is made with less than 2 weeks' notice of a desire for cancellation.
- 14) Attendance at private functions must be by invitation only. Residents or businesses must not levy a charge upon invitees by head, plate, dance, or by the sale of tickets.
- 15) Groups that don't cancel their event within the specified timeframe and/or don't show to use the reserved pavilion do not receive a refund of either deposit or rental fees.
- 16) Inclement weather: Regretfully rental fees are **NON-REFUNDABLE** due to inclement weather. Rain dates (i.e., rescheduling an alternate date) are not available.