



JOHNS CREEK RECREATION & PARKS DIVISION PARK PAVILION RENTAL POLICY & USE AGREEMENT

12000 Findley Road Suite 400 Johns Creek, GA 30097 • 678-512-3200 • 678-512-3270 fax

***All rentals will be based on availability and must be made at least five (5) business days in advance.**

Proof of City Residency may be required.

Johns Creek Recreation and Parks Division reserves the right to refuse requests for rentals of any facility.

The City of Johns Creek has seven Park Pavilions available for rent.

Please CIRCLE the pavilion you are requesting:

RENTAL FEES & PAVILION CAPACITIES

(*minimum rental of two hours required)

Newtown Park

<u>Pavilion Number</u>	<u>Description</u>	<u>Capacity</u>	<u>Hourly Rental Fee</u>
1C	Upper Playground - 3 picnic tables	25	Resident - \$15 Non-Res - \$22.50
1D	Lower Playground - 3 picnic tables	25	Resident - \$15 Non-Res - \$22.50
1E	Pond - 3 picnic tables	25	Resident - \$15 Non-Res - \$22.50

All other pavilions are available on a first come, first served basis.

Ocee Park

<u>Pavilion Number</u>	<u>Description</u>	<u>Capacity</u>	<u>Hourly Rental Fee</u>
#1	Front of playground - 6 picnic tables	50	Resident - \$30 Non-Res - \$45
#2	Right of playground - 4 picnic tables	25	Resident - \$15 Non-Res - \$22.50
#3	4 picnic tables	25	Resident - \$15 Non-Res - \$22.50
#4	3 picnic tables	25	Resident - \$15 Non-Res - \$22.50

Shakerag Park - All pavilions are available on a first come, first served basis.

**Groups who wish to bring in extra amenities (i.e. inflatables, grills, pony rides, etc.) must be approved in writing by JCRPD Division Manager. These groups may be charged additional rental fees.

(JCRPD reserves the right to invoice additional fees after a rental your group uses additional pavilions/facilities than listed on the original Use Permit.)

DEPOSIT

A deposit is not required for most picnic pavilion rentals. However, the renter will be held responsible for damage to any facility directly related to rental. Groups bringing extra amenities and/or corporate rentals may be subject to a \$250.00 deposit that will be returned, in full, after inspection of pavilions rented.

RULES

The City of Johns Creek Recreation & Parks Division may refuse rental of pavilions due to weather or to person(s) who wish to conduct activities deemed detrimental to the safety of people or the property of the City of Johns Creek. Groups wishing to rent the pavilions must read and sign the following agreement prior to being granted authority to use Johns Creek Recreation & Parks pavilions.

Any violation of the following policies will result in the cancellation of the facility permit and will prohibit future use of any facilities under the management of the Johns Creek Recreation and Parks Division by this group.

1. The group can enter the park no earlier than 6:00am and must vacate the park by 12:00midnight.
2. Times of use must be given when the use application is completed. This includes set-up and clean-up times. The group is only allowed to use the pavilion reserved and are bound by the times that are stated on the permit.
3. Rain checks, refunds or time/date changes will only be granted if the request is prior to the time of use. A \$10.00 service charge will be assessed to all refunds. No refund of reservation fees will be

issued after the rental date has passed, except under special circumstances as approved by the Division Manager or his/her designee. Full refund or credit will be granted if the facility rental is canceled due to inclement weather or by the Division due to no fault of the renter.

4. No supplies or extra equipment such as picnic tables and chairs will be provided by the City.
5. All trash in and around the pavilion, produced by the group, must be disposed of properly.
6. All the materials brought into the park for the activity must be removed prior to leaving.
7. All youth activities must be chaperoned by at least two adults per twenty youth.
8. No alcoholic beverages will be allowed in the park as directed by the City of Johns Creek ordinance.
9. No amplified electronic devices are to be used, unless approved by the City of Johns Creek.
10. The Recreation & Parks Division reserves the right to suspend usage of the pavilion due to weather conditions that may endanger the participants.
11. Loud, abusive language and fighting are not allowed at any time.
12. No vehicles are allowed on grassed areas for any reason.
13. Dumping hot coals in the grass or trash cans is prohibited.

WAIVER OF LIABILITY

On behalf of the group indicated below, I agree to all of the provisions of this Facility Permit. The group and all participants assume all responsibility for, and risks and hazards of, participation in the activity referenced below. In consideration of the City of Johns Creek allowing the group to use a City of Johns Creek Park Pavilion, we do hereby release the City of Johns Creek, the Johns Creek Recreation and Parks Division, the Recreation Commission, all officials, officers, supervisors, volunteers, and all other agents of the city, of any and all claims, demands, rights and cause of action of whatever kind and nature, arising from and by reason of, personal injuries, damages to property, and the consequences thereof, resulting from our participation in the activity described and use of a City of Johns Creek Park Pavilion.

I have read and agree to the terms set forth in this agreement:

Renter's Name (Please Print) _____

_____ Renter's signature _____ Date

Address: _____

City: _____ State: _____ Zip: _____

County: _____ City of Johns Creek Resident? YES NO

Home Phone: _____ Work Phone: _____

Email: _____

_____ am / pm _____ am / pm
Park & Pavilion requested Date Start Time End Time

Total Number of Hours: _____ X Hourly Rate: \$ _____ = Pavilion Rental Fee: \$ _____

Anticipated # of guests _____ Requested Amenities _____
(Please attach additional info if necessary)

OFFICE USE ONLY

Approved: _____ Not Approved: _____

Staff signature: _____ Date: _____

Amenities approved? _____ Additional Amenity fee: \$ _____

Payment Information:

Amount Paid: \$ _____ Date: _____ Receipt #: _____ Permit #: _____