

OFFICE USE ONLY

Date received: _____

Time received: _____

Payment received: _____

Received by: _____

**City of Cleveland Heights Parks & Recreation Department
2020 Picnic Shelter Reservation Application**

Name of Applicant: _____ Today's Date: _____

Name of Group/Organization: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Primary Phone: _____ Secondary Phone: _____

Primary Email: _____

Current Recreation I.D. Card must be shown at the time of application is submitted. If mailed, a copy needs to accompany the application. **(Recreation I.D. Card is not required for East Cleveland residents reserving Barbara H. Boyd Park).**

Approximate Number in Group: _____

Shelter(s) Requested:

- 1) First Choice: _____
- 2) Second Choice: _____

Day & Date Requested:

- 1) First Choice: _____
- 2) Second Choice: _____

Hours Requested:

- 1) First Choice: _____
- 2) Second Choice: _____

Special Requests:

- 1) Number of Personal Tables (in addition to the tables permanently at the site): _____
- 2) Number and Description of Personal Grills (in addition to the grills permanently at the site): _____

- 3) Signs, Posters, or Flyers (Description must accompany the application): _____

- 4) Athletic Field (if available): _____
- 5) Other: _____

Please complete other side of application

ATTENTION:

This application is made subject to the Rules and Regulations for the use of picnic shelters, attached hereto. The Undersigned agrees that these Rules shall be strictly observed and accepts the entire responsibility for the enforcement of them and agrees to protect the premises and indemnify the City of Cleveland Heights for any damages done to the park facilities or property. It is understood and agreed to by the applicant that the permit may be revoked or canceled at any time with or without cause and that in the event of such revocation or cancellation, there shall be no claim or right to damages or reimbursement on account of any loss, damage or expense whatsoever. The applicant further agrees to protect, indemnify and hold harmless the City and its officers and employees from any and all claims, liabilities, damages or rights of action directly or indirectly growing out of use of the premises covered by this application.

Applicant Signature

Date

(FOR OFFICE USE ONLY)

	<u>Approved</u>	<u>Not Approved</u>
Permit:	_____	_____

Special Requests:		
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____

Joseph P. McRae, Director
Parks & Recreation

Date

PICNIC SHELTER RULES AND REGULATIONS

The following picnic shelters are available for reservation from May 1 to October 12, 2020.

Park	Tables*	Grills*	Restrooms	Electrical Outlets
Barbara H. Boyd	7	3	Yes	No
Cumberland	6	2	Yes	No
Denison	12	2	Yes**	Yes
Forest Hill 1	8	3	Yes	No
Forest Hill 2A /2B	13	4	Yes	No

* Approximate number and is subject to change.

** Restrooms located by the basketball courts. Pool restrooms are no longer in use.

- 1) Completed applications will be accepted beginning Thursday, January 2, 2020. The fee for a picnic shelter reservation is twenty-five dollars (\$25.00), plus a refundable security deposit of fifty dollars (\$50.00).
- 2) Picnic shelters may be used without a permit, but groups with a permit have priority and must be granted the use of the shelter upon presentation of their permit. Permit rights will be enforced by the Cleveland Heights Police Department (216-291-4987)
- 3) Reservation of picnic shelters includes the shelter, tables, and grills only. Use of adjacent athletic fields can be requested and will be provided for a maximum of three hours, **if available**. Tennis court and basketball court use is limited to normal I.D. Card holder usage rules-Cleveland Heights Recreation I.D. Card holders plus the allowable number of guests per court, on a first come-first served basis. Basketball Courts, one guest; Tennis Courts, one guest (three guests allowed for doubles play on one court). Reservation of the Cumberland Park picnic shelter **does not automatically include use of the adjacent swimming pool**. Use of Cumberland Pool is subject to all pool rules. Cumberland Pool opens for the season on Saturday, June 6, 2020. Please call Cumberland Pool at 216-691-7390 for pool information.
- 4) No picnic shelter reservation application shall be approved unless the group desiring to rent the facility is sponsored by an adult resident of Cleveland Heights who is also the holder of a current Recreation I.D. Card. Only such sponsor shall negotiate reservation and other arrangements. Such sponsor shall be responsible for the reservation and for the conduct of members of the group while so using the facilities, shall be personally present during the entire period of such use, and shall be responsible to the City of Cleveland Heights 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 a group must be residents of the City of Cleveland Heights. For groups using Caledonia Park, the residency requirement is fifty percent (50%) residents of Cleveland Heights and/or East Cleveland.

Residents of East Cleveland, upon presentation of proof of residency, may reserve the shelter at Barbara H. Boyd Park, which was built through the cooperation of the cities of Cleveland Heights and East Cleveland. While a Cleveland Heights Recreation I.D. Card is not available to residents of East Cleveland, proof of residency (driver's License and one piece of official mail) is required to reserve the shelter.

- 5) No individual shall act as a sponsor for more than one group per season.
- 6) A picnic shelter reservation includes the number of tables and grills assigned to a particular shelter.
- 7) The following are prohibited without express permission granted by the Parks and Recreation Department and noted on the permit:
 - a) Fires anywhere but on above-ground grills.
 - b) Signs, posters, or flyers.
 - c) Additional grills, tables, chairs, etc.
- 8) The following prohibitions are in effect in all park areas at all times:
 - a) Dogs and other domestic animals. Also ponies, horses, and other animals for rides or display.
 - b) Motorcycles, motorbikes or other two wheel motorized vehicles (can be driven into and parked in parking lots only).
 - c) **Loud and disturbing music; loudspeakers; bands or disc jockeys.**
 - d) Intoxicating substances or illegal drugs.
 - e) Gambling.
 - f) Solicitation or sale of articles.
 - g) **Driving or parking on the all-purpose pathways, any grassy area or any other area prohibited to non-city vehicle traffic.**
 - h) Movement of picnic tables or grills from any shelter.
 - i) Digging fire pits, or otherwise damaging city property.
- 9) **Park Hours: 6:30 am to 9:00 pm. NOTE: Restrooms will be CLOSED at 8:30 pm.**
- 10) Groups using the picnic shelters and other park areas are responsible for clean-up of their litter and other debris and for any damage to City property and facilities. All signs, posters, etc., must be removed at the conclusion of the shelter use.
- 11) Any rule and regulation stated herein may be waived or modified by the City Manager or her designee as may, in her judgment, be required for events sponsored by the City of Cleveland Heights or for other good cause.
- 12) Violation of these rules and regulations will result in possible prosecution and other appropriate legal action, will result in loss of security deposit and future picnic shelter reservation privileges.