



RESERVABLE LODGES

Terms & Agreement Form

Your reservation invoice must be presented to authorized park personnel upon entrance.

Following is a partial list of prohibited activities:

- Entering the facility prior to designated arrival time
- Remaining in the facility beyond departure time
- Possession or use of alcoholic beverages, **with the exception of Himelright Lodge with a Special Use Permit approved by the Executive Director**
- Possession or use of illegal or prohibited drugs (including use of marijuana)
- Smoking or vaping in all buildings
- Pets in buildings, picnic areas, play areas or waterfronts
- Personal Inflatables or Horseshoes
- Loud music
- **NO** confetti or glitter
- **NO** fireworks, including sparklers

To obtain a complete copy of our rules and regulations, please visit our website or call the administrative offices.

Other conditions of your permit include, but are not limited to:

- 1) Arrival and departure times, listed on your paid invoice, will be strictly enforced. The person presenting the receipt must arrive at the designated time or park employees may not be present to ensure entrance to the facility.
- 2) Changes to dates, times and/or lodge setup will be limited to ONE per reservation and made no less than two weeks prior to your event date. Please call the administrative offices in advance to make a change.
- 3) If cancellation of a reservation is necessary, please note that all reservation fees are strictly **non-refundable**. In lieu of a refund, if notification is given at least two (2) weeks prior to your reservation date, you will be granted one (1) reuse of a facility to be used within the 12-month period (18-month–Himelright) following your initial reservation date, pending availability. A coupon will be issued and cannot be applied after expiration date.

All reuses are subject to the following conditions: You may transfer your reservation to the same location or another facility of the exact same price at no additional charge. If you select a reuse facility that has a higher rental fee than your original reservation, you are required to pay the difference in price. If you select a reuse facility that has a lower rental fee than your original reservation (e.g., moving from a lodge to an open-air shelter), you forfeit the difference in price. No partial refunds or credits will be issued. **Summit Metro Parks is not responsible for inclement weather.**

- 4) The group representative named on the invoice assumes personal liability for any damage, destruction or removal of park property or other property, as well as any excessive clean-up. The lodge shall be open at all times for inspection by authorized employees of the park district, and an inspection will be conducted by Summit Metro Parks personnel after use of the site. If found to be damaged and/or unclean as a result of the permit holder's activity, the permit holder will be invoiced by Summit Metro Parks for all costs incurred (minimum of \$250), including any reasonable attorney fees in collecting such sums if needed. This includes the person (s) renting the facility, all guests and invitees, any guests or invitees of your guests, and/or persons who are present at the facility during the hours it is being rented by you, except for employees or volunteers of Summit Metro Park who are present in their official capacity as employee or volunteer of Summit Metro Parks.
- 5) In accordance with Ohio Fire Code Section FI 700.4, Article 17, the maximum number of occupants, as posted in each building or room, must not be exceeded. Outdoor space does not increase capacity. Pets are not permitted inside buildings or in shelter areas. Driving on grass or walkways is prohibited. A reservation may be revoked if rules and regulations are violated by the receipt holder or group.
- 6) You must be 18 or older to make a reservation, **21 years old for Himelright Lodge alcohol reservations.** Once the permit holder gains entry to the building, one adult must remain inside the facility for the entire duration of the reservation. If the building is left unattended at any time, re-entry could be denied. For groups with individuals younger than 18, there must be one adult present at all times, per every 20 minors.

- 7) Fire is permitted in picnic grills for culinary purposes only. Portable stoves and/or fryers require Special Use Permits. Decorative candles may not be used inside/outside the lodge. Warming flames for chafing dishes are permitted with hot pads. No other fires or flames of any type are permitted, including indoor open flame cooking.
- 8) Only tabletop or free-standing decorations are permitted. No decorations, posters or other items may be attached or draped (nails, staples, tacks, tape, command strips, etc.) to any part of the lodge or in any area of the park. Freestanding signs and decorations must be removed by departure time. Confetti and glitter are prohibited. If ceiling fans are in use, helium balloons are not permitted. Tables and chairs may not be removed from the facility.
- 9) Commercial uses of Metro Parks' facilities are prohibited. No person may sell any items or service while on park property. Gambling for money, valuable items or selling tickets for raffles or other games of chance are also prohibited, unless permit approved by Executive Director.
- 10) All deliveries of food, soft drinks, chair/tent rentals, etc. must be made during the hours of the permit, and all items must be removed from the facility immediately at the conclusion of the function.
- 11) The permit holder and group are responsible for removing all belongings, cleaning up litter and trash, turning off the coffee urn, pouring out remaining coffee and placing grounds in the trash. Spills must be cleaned up immediately. Place all trash and recyclables in provided containers. Sweep floors, clean countertops, and tables at the end of the event.
- 12) A Special-Use Permit (SUP) may be required for, but not limited to, weddings, organizations, portable culinary equipment, paid professionals (i.e. caterers, disc jockeys, photographers, party planners, etc.), rental companies (i.e. inflatables, chair/tent rentals, etc.). A Certificate of Liability Insurance may also be required. When in doubt, please call the administrative office. Requests that involve animals will NOT be approved.
- 13) Issued Special-Use Permits and reservations are not transferable to another person or group.
- 14) The permit holder agrees to indemnify and hold Summit Metro Parks harmless, as permissible by law, from any and all complaints, claims, actions or causes of action resulting from any injury or damage to any person or property resulting from the lodge rental that is not the result of the negligence of the Summit Metro Parks, including, but not limited to any damages, attorneys' fees and the costs of such action incurred by Summit Metro Parks.
- 15) Total available parking spaces are as follows:

Firestone/Coventry Oaks	102	(4 are handicap accessible)
Furnace Run/Brushwood**	127	(5 are handicap accessible)
Goodyear Heights/East & West Rooms**	110	(5 are handicap accessible)
Himelright Lodge**	128	(5 are handicap accessible)
Sand Run/Chestnut	39	(2 are handicap accessible)
Sand Run/Shady Hollow	28	(2 are handicap accessible)

**Parking lots are shared with other visitors.

The itemization of parking spaces above is not a guarantee that any certain number of parking spaces will be available to the permit holder at the time of the rental.

For more information, visit summitmetroparks.org or call 330-867-5511 Monday through Friday, 8 a.m. to 4:15 p.m.

RESERVATION AGREEMENT

I have read and understood the above agreement and conditions for using the _____ (facility) reserved for _____ (date) and agree to be bound and governed by them. I further understand that I am responsible for paying for any damages or excessive clean-up fee caused by me or my party during use of this facility.

Signed _____ Date _____