

# PETTISVILLE PARK AND RECREATION PAVILION RESERVATION AGREEMENT

P.A.R.C., Inc. PO Box 53205 PETTISVILLE OH 43553

## PRE-RESERVATION TERMS AND CONDITIONS:

- Reservations will be taken up to 13 months in advance on a first come, first serve basis. Email Treasurer@PettisvillePark.org or call 419-407-6150.
- We require a \$200 advance payment to hold your date and place the pavilion reserved notice on our public calendar. The net rental fee is \$125 for good renters that cleanup after their event (your \$75 security deposit is returned upon a positive inspection). All rentals must be made between the hours of 7am to 11pm (park closes at 11pm).
- To cancel your reservation, you must give at least a 30-day notice to receive a full refund. Only \$75 of your \$200 payment will be refunded if you cancel with less than a 30-day notice.
- AN ADDITIONAL FEE WILL BE CHARGED TO YOU IF THE PAVILION IS LEFT UNCLEAN OR IF DAMAGE IS DONE TO THE PAVILION OR ITS CONTENTS. Any pavilion damage or cleaning charges will first come from the security deposit. If the pavilion and its contents are in satisfactory condition following inspection, your \$75 deposit will be refunded. If cleaning or damage charges apply, P.A.R.C., Inc. reserves the right to determine what additional cost is appropriate for cleaning or repairs.
- You will not be issued a key for entry; the pavilion will be unlocked for your reservation. If you find the pavilion locked upon your arrival, contact the Pavilion Caretaker, Barbara Hoylman. Additional contact information will be mailed with your contract.
- NO ALCOHOLIC BEVERAGES permitted. Nothing is to be placed on the walls. Renter is expected to take trash to the dumpster, clean tables and chairs, and return tables and chairs to storage room.

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*Mail with your \$200 check to: PARC Inc PO Box 53205 Pettisville OH 43553*

I have read and agree to the above terms and conditions:

Responsible Party: \_\_\_\_\_ Date of Rental: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Rental Time : \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For Office Use Only:

Sent Contract: \_\_\_\_\_ Received Contract \_\_\_\_\_

Amount of Refund: \_\_\_\_\_ Date Refunded: \_\_\_\_\_ Check # \_\_\_\_\_

Notes: \_\_\_\_\_