



7370 Groveport Road • Groveport, OH 43125  
614-836-1000 Office / 614-836-2999 Fax  
[www.groveportrec.com](http://www.groveportrec.com)

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DATE: 1-1-2010  
TO: General Public  
FROM: Groveport Parks & Recreation Department  
RE: **PICNIC SHELTER RESERVATIONS**

Picnic shelters may be reserved at Blacklick Park, Degenhart Park and Heritage Park. If you are interested in reserving a picnic shelter, please contact Shannon Green (Clerk) or Jeff Card (Facilities Manager) at 614-836-1000 for availability.

Once you have confirmed availability, please complete the "Picnic Shelter Reservation Application, Contract & Permit" (see below 3-page document, which includes Park Rules), and return it to our office for processing.

**New for 2010...**

**Non-residents will pay \$50 for a picnic shelter rental. Residents must provide proof of residency in order to reserve a picnic shelter at no cost (see #2).**

**Reservations for Blacklick Park and Degenhart Park picnic shelters may not be made any sooner than 6-months in advance of the requested date.**

**Reservations for Heritage Park and Palm's Pond picnic shelters may not be made any sooner than 3-months in advance of the requested date due to Village of Groveport sponsored programs.**

Thank you.

# Picnic Shelter Reservation Application, Contract & Permit

Village of Groveport  
Parks & Recreation Department  
7370 Groveport Rd.  
Groveport, OH 43125  
(614) 836-1000 Office  
(614) 836-2999 Fax

This document will not be considered unless ALL fields are complete. Please print clearly.

Name of Group: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Name of User: \_\_\_\_\_  
(First) (Last) (Middle Initial)

Driver License Number or State I.D. # (REQUIRED): \_\_\_\_\_

Home Address: \_\_\_\_\_  
(Street)

\_\_\_\_\_  
(City) (State) (Zip)

Home Phone: (\_\_\_\_) \_\_\_\_\_ Work Phone: (\_\_\_\_) \_\_\_\_\_

Cell Phone: (\_\_\_\_) \_\_\_\_\_ Fax Phone: (\_\_\_\_) \_\_\_\_\_

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

Date of Event: \_\_\_\_\_ Time \_\_\_\_\_ a.m./p.m. \_\_\_\_\_ a.m./p.m. include any set-up and  
Arrival Depart clean-up time.

Purpose of Shelter Rental: \_\_\_\_\_ Number of Guests Expected: \_\_\_\_\_

## PICNIC SHELTER REQUESTED (To see additional park amenities, visit [www.groveportrec.com](http://www.groveportrec.com)):

- Blacklick Park 12 parking spaces, 10 picnic tables, portable restroom (April - Oct.).  
\* Reservations may not be made any sooner than 6-months in advance of the requested date.
- Degenhart Park 15 parking spaces, 10 picnic tables, permanent restroom (April - Oct.); portable  
restroom (Nov. - April).  
\* Reservations may not be made any sooner than 6-months in advance of the requested date.
- Heritage Park 50 parking spaces in Heritage Park, 6 picnic tables, portable restroom (12 mo.).  
(near Log Cabin) \* Due to Village of Groveport sponsored programming, reservations may not be made any sooner than  
3-months in advance of the requested date.
- Palm's Pond 50 parking spaces in Heritage Park which are located approx. ¼ mile from shelter,  
8 picnic tables, portable restroom (12 mo.).  
\* Due to Village of Groveport sponsored programming, reservations may not be made any sooner than  
3-months in advance of the requested date.

## PICNIC SHELTER RESERVATION FEES:

- Village of Groveport Resident Free
- Non-Resident \$50 per occurrence

## TERMS & CONDITIONS:

1. USER - User must be a legal entity or (18) years of age or older. User shall be held legally and financially responsible for the conduct of all group members and shall remain on site during the shelter rental. User agrees to use the shelter in a safe and careful manner and shall comply with all federal, state and local laws and any rules and regulations set forth by Village of Groveport (VOG). User cannot sublease this rental. Park rules can be viewed at [www.groveportrec.com](http://www.groveportrec.com).
2. PROOF OF VILLAGE RESIDENCY - In order to receive a FREE rental, a resident is required to provide a valid Ohio Driver License or State I.D. Card accompanied by a Water/Utility Bill or tax bill. VOG will verify residency status through Franklin County Auditor's website. Corporate residents (those working inside the corp. limits of the Village of Groveport) are required to provide a recent pay stub showing the person's name and business address.
3. DISCLAIMER - All picnic shelter rentals are subject to the terms, conditions and rules set forth by VOG. As specifically set forth in the Terms and Conditions, VOG shall hereby let to User and User shall hereby lease from the VOG the use of the agreed upon picnic shelter, on specified date and time. The VOG assumes no responsibility for the manner in which the User utilizes the facility. Any activities taking part during the time period covered by this agreement shall be under the sole direct supervision and control of the User or its designated officers, agents, employees, members, guests, patrons or employees. VOG assumes no responsibility for the manner in which activities are conducted. However, VOG may cease activities for any just cause, especially if there is potential for injury to the general public or damage to the facility.
4. RESERVATIONS - Reservations are to be made on a first-come first-served basis. No more than two reservations may be scheduled per week, unless other arrangements have been made with VOG or if the reservation is for a Village sponsored event or program.
5. PAYMENT - Full payment is due at the time of the reservation. Checks should be made payable to the Village of Groveport.
6. OCCUPYING - The picnic shelter may not be occupied until the stated time on this Contract. The picnic shelter must also be vacated at the indicated time on this Contract. Please schedule time for set up and clean up, if necessary. This reservation

**only** gives User the sole right to utilize the picnic shelter during the time stated. **All other areas in the park are open and available to the general public.**

7. **CONDITION OF PICNIC SHELTER** - VOG attempts to maintain the picnic shelters on a regular basis. However, VOG does not inspect the shelters prior to every use and makes no claim that the picnic shelter will be in a condition suitable to each User. In addition, since the picnic tables are not secured to the shelter, the VOG cannot guarantee that the picnic tables will be located inside the confines of the picnic shelter.
8. **ADDITIONAL CHARGES** - Based on the time and size of the rental, VOG may require additional staff to be scheduled. User will be charged according to rates established by VOG. At the discretion of VOG, User may be required to pay VOG provided Special Duty Police Officers at the hourly rate established by the Groveport Police Department for additional security. User is financially responsible for any damages to the shelter and related items (i.e., picnic tables, grills, etc.) during the rental.
9. **DISMISSAL** - VOG reserves the right to dismiss any participant from the facility for criminal and/or unruly conduct or failure to observe rules & regulations.
10. **INHERENT RISKS** - User and User's participants shall assume all inherent risks.
11. **LIABILITY** - User agrees to indemnify and hold VOG harmless from and shall reimburse it for, any and all losses, costs and expenses arising out of any liability, or claim of liability for injury or damages to persons or property sustained by anyone, by reason of User's utilization or occupation of the facility under this Contract, or by any act or omission of User or any of its officers, agents, employees, members, guests, patrons, or invitees and User shall pay any and all damages to the property of VOG or for loss or theft of such property, done or caused by such persons.
12. **INSPECTION** - User is responsible for inspecting the facility before its use and is responsible for making its participants aware of any existing hazards.
13. **GRILLS** - User may use permanent grills located at the picnic shelter. User may also bring their personal grill to use provided that it is not used under a picnic shelter. Please ensure that all coals have cooled before leaving the park.
14. **BANNED SUBSTANCES** - User agrees that no alcoholic beverages, drugs, or other banned substances of any kind will be used in or on the premises. User understands that any violation of this rule shall give the VOG the right to terminate this Contract without penalty to the VOG and permanently bar User from or any member or guest of the User from the premises.
15. **ADDITIONAL CLEAN UP** - User will clean up all debris and will dispose of in trash receptacle. User may be charged for any excessive clean-up necessary due to User's rental of the picnic shelter.
16. **LOST OR STOLEN ARTICLES** - VOG assumes no responsibility whatsoever, for any lost or stolen property.
17. **RIGHT TO CONTROL** - It is understood that VOG reserves the right to control and manage the premises and to enforce all necessary and proper rules for the management and operation of the premises. VOG employees or other authorized representatives may enter and exercise their authority at the premises at any time. VOG also reserves the right, but not the duty, through its employees and representatives to eject any objectionable person or persons from the premises. User hereby waives any and all claims for damages against VOG or any of its representatives resulting from the exercise of this authority.
18. **CANCELLATION BY VOG** - VOG reserves the right to cancel any scheduled rentals for any reason. In the event of such cancellation, a mutually satisfactory time and date will be substituted for the canceled time if possible. Furthermore, VOG is not responsible for any consequential damages related to the cancellation of the contracted date or time.
19. **CANCELLATION BY USER** - User must give the VOG at least a 48-hour notice in order to cancel a reservation. \$5 processing fee will be applied to all refunds. All cancellations will be communicated through the Clerk or Facility Manager. Failure to cancel will result in loss of any refund. Cancellations will not be considered for inclement weather on the day of the rental.
20. **AMENDMENTS** - This Contract cannot be modified in any way except by a written document signed by both parties.
21. **GOVERNING LAW** - This agreement shall be governed by the laws of the State of Ohio both as to interpretation and performance.
22. **SEVERABILITY** - If any provision of this Contract is determined to be unenforceable or invalid, the remaining provisions of this Contract shall not be affected thereby and shall remain in full force and effect.
23. **FORCE MAJEURE** - Neither party shall be liable for any damages, resulting from the elements, acts of God, or any other cause beyond the reasonable control of the parties.
24. **SPECIAL CIRCUMSTANCES** - VOG retains the right to change picnic shelter assignments based on scheduling conflicts and/or any other conflicts.
25. **DISPLAY OF CONTRACT** - This signed Contract must be in User's possession and must be displayed at the request of a Groveport Police Officer or authorized Village representative.
26. **ENTIRE AGREEMENT** - This document constitutes the entire Contract between the parties and supersedes all previous communications, representations, understandings whether oral or written, between the parties.

I hereby acknowledge that I have read and fully understand the above terms & conditions and have received a copy of the park rules. I understand that this contract is public record and is subject to disclosure pursuant to a public records request.

**User:**

**Village of Groveport**

By: \_\_\_\_\_  
 Authorized User Date

By: \_\_\_\_\_  
 Parks & Rec. Dept. Representative Date

By: \_\_\_\_\_  
 Village Administrator Date  
*\* Not valid unless signed by Village Administrator*

**FOR STAFF USE ONLY:**

Applicant is a:  Village of Groveport Resident  Non-Resident

Residency Verification:  Driver Lic.  Water/Utility Bill  Pay Stub

Total Rental Amount: \$ \_\_\_\_\_

Method of Payment:  Cash  Credit Card  Check

Staff Processing Reservation: \_\_\_\_\_ Date: \_\_\_\_\_



Village of Groveport  
Parks & Recreation Department  
Ordinance No. 2009-028, Section 941.03

## PARK RULES

- Parks are open from dawn to dusk, unless noted below:
  - Degenhart Park** - open from dawn until 10:00 p.m. during Eastern Daylight Savings Time and until dusk during Eastern Standard Time unless a special event is taking place and a later closing time is authorized and posted by the Village Administrator.
  - Veteran's Park** - open twenty-four hours per day if lighted.
  - Heritage Park** - open from dawn until dusk, unless a special event is taking place and a later closing time is authorized and posted by the Village Administrator.
- Unauthorized motor vehicles (including but not limited to cars, trucks, motorcycles, mopeds, golf carts and motorized scooters) are prohibited. Persons with disabilities are permitted to use a motorized wheelchair or similar means for transportation.
- Only leashed pets are permitted (6 ft. leash max).
- Pet owners are required to remove of and dispose of their pet's waste.
- Overnight parking, camping and golfing are prohibited unless approved by Village Administrator.
- Use of firearms, fireworks, BB guns, archery equipment, sling shots and paint guns are prohibited.
- A permit is required for athletic activities not affiliated with the Groveport Parks & Recreation Department.
- Illegal and inappropriate conduct will not be tolerated.
- Amplified sound shall not interfere with other visitors, with the exception of Village sponsored or permitted events.
- Dispose of litter in receptacle.
- Feeding of wildlife is prohibited.
- Any aircraft (including model-type), airships, hot-air balloons, ultra-lights and hand gliders may not ascend or descend in a park except in emergency or with the prior written consent of Village Administrator.
- No person shall conduct, sponsor or promote a special event, concert, theater, athletic event/lesson or other public activity in a park without prior written consent of Village Administrator.
- All local, state & federal laws & ordinances apply.

## POND RULES

- Boating, swimming, ice fishing, ice skating and walking on ice is prohibited, unless approved by Village Administrator.
- Persons 16 years of age and older must catch and release fish, except during two-week period of scheduled fish releases/stocking.
- Any bass or catfish under 16 inches in length must be released.
- Hunting or collecting of frogs, turtles, birds or other animals on park property is prohibited, unless otherwise authorized by State law.
- Seining (casting of fish nets for purpose of catching fish) is prohibited.
- Boating and operation of gas powered model boats is prohibited.
- All other state and federal wildlife statutes shall be applicable.

## LEISURE PATH RULES

### General:

- All Village Codes and State Ordinances will be enforced.
- Unauthorized motor vehicles (including but not limited to cars, trucks, motorcycles, mopeds, golf carts and motorized scooters) are prohibited. Persons with disabilities are permitted to use a motorized wheelchair or similar means for transportation.
- 15 mph speed limit.
- Keep right, pass on left.
- Give an audible signal when passing.
- Yield when entering and crossing path.
- Be courteous and predictable.
- Do not block the path.
- Pets must be walked off the path on a 6 ft. leash max.

### Pedestrians and Runners:

- Watch for other path users and listen for audible signals.
- Allow faster runners to pass safely.

### Cyclists and Skaters:

- Maintain safe speed and yield right of way to pedestrians.
- Slow down in congested areas or reduced visibility conditions.
- Ride single file.