

Blue Ash Recreation Shelter Rental Policies

ALCOHOL: If alcohol will be brought into the park, renter must indicate alcohol use on the contract and sign agreement as stated. **ALL RENTERS MUST HAVE SIGNED SHELTER CONTRACT WITH THEM DURING FACILITY USAGE.** The alcohol **MUST** be confined to the shelter area, and **NO GLASS CONTAINERS ARE PERMITTED IN THE PARK. ALCOHOL IS NOT PERMITTED ON THE BALLFIELD OR IN THE BALLFIELD STANDS.**

AMPLIFICATION EQUIPMENT: Equipment such as that used for PA systems or Karaoke will not be permitted to disturb others. Failure to comply with this policy could result in denial of future reservations.

BALLFIELD: May be used on a first-come, first-served basis.

CANCELLATIONS: If you find you will not be using the shelter, please phone 745-8546 as soon as possible, so that we can offer the shelter to another group.

CATERER: Please contact Bets Locke, Recreation Department catering supervisor, at 745-6260 to make arrangements.

CLEANUP: User is totally responsible for ALL necessary set-up and clean-up including: decorations removed, tables cleared, garbage put in trash containers (liners are provided, extras available in Recreation Center). **IF YOU FAIL TO CLEAN UP, YOU WILL BE BILLED FOR CLEANUP AND FUTURE RESERVATIONS COULD BE DENIED.** Cleanup must be completed the same day as the event. If, upon your arrival, you discover the area to be in unsatisfactory condition, please notify the attendant on duty in the Recreation Center. He/she will arrange to have it cleaned up. **THIS WILL NOT WAIVE YOUR RESPONSIBILITY TO CLEAN UP AFTER YOUR EVENT.**

DECORATIONS: Do not use staples, duct tape, or nails to attach any items to the shelters or the tables.

ENTERTAINER: We will allow only entertainers who can walk their equipment to the shelter. No equipment, such as a moon walk, dunking booth, etc., will be allowed.

GAMES: *Sidewalk chalk and water balloon toss/egg toss games are prohibited due to the difficulty of cleanup.* Horseshoe pits are available for use by anyone who has reserved a shelter. There are two "sets" of pits at each location. Please be considerate of others, and relinquish one "set" if another group is waiting to play.

HOURS: Shelters may be reserved only between the hours of 11:00 a.m. and 9:00 p.m.; **restrooms will be available during Rec. Center building hours only.** The park is closed from 11:00 p.m. - 6:00 a.m. Shelters may be reserved beginning October 1st for the following reservation season (April 1st through October 31st); November through March shelters are available on a first-come first-serve basis. Prior to April 1st and after October 31st, all restrooms will be winterized and unavailable.

PICNIC EQUIPMENT: The Recreation Department offers the use of horseshoes in conjunction with a shelter reservation. You may arrange to use the horseshoes by contacting the Recreation Office Monday through Friday, 9:00 a.m. - 5:00 p.m. The horseshoes may be picked up at the Recreation Center control desk during Center hours on the day of your reservation (see schedule on following page). They must be returned by 1:00 p.m. of the following day. **IF YOU FAIL TO RETURN THE HORSESHOES, YOU WILL BE BILLED, AND FUTURE RESERVATIONS COULD BE DENIED.**

POLICY VIOLATIONS: The Blue Ash Recreation Department reserves the right to deny a future reservation if a policy violation is reported.

POOL/RECREATION CENTER USE: Members use Recreation Center I.D. card for admittance. Guests must remain with a member and pay daily fee (\$3/person through age 15, \$5/person age 16 and up). If the pool is near capacity, guests will not be admitted.

VEHICLES: PERSONAL VEHICLES ARE PROHIBITED IN THE PARK: It is your responsibility to ensure ALL participants of your picnic adhere to this policy.

ATTENDANT: on duty in the Recreation Center as follows. However, hours may change as usage warrants. Call 745-8550 for current hours.

Summer Hours (Memorial Day - Labor Day)		Winter Hours (other than summer)	
Monday - Thursday	6:00 a.m. - 9:30 p.m.	Monday - Thursday	6:00 a.m. - 10:00 p.m.
Friday	6:00 a.m. - 9:30 p.m.	Friday	6:00 a.m. - 9:00 p.m.
Saturday	8:00 a.m. - 8:30 p.m.	Saturday	8:00 a.m. - 6:00 p.m.
Sunday	10:00 a.m.- 6:30 p.m.	Sunday	10:00 a.m. - 4:00 p.m.

SHELTER SPECIFICATIONS:

Shelter	Minimum Occupancy	Maximum Occupancy	Tables	Grills	*Sycamore shelter may only be reserved by Blue Ash residents
Maple & *Sycamore	25	125	10	2 double	
Blue Ash	50	200	23	4 double	
Oak, Hickory, Walnut	none	30	4	1 single	

Shelter rentals are at no cost and limited to those who work or reside in the City of Blue Ash. The individual signing the attached permit is expected to attend the function and assumes liability for reimbursing the City of Blue Ash for any costs incurred in repairing damage or cleanup necessitated due to use of the facility by the user. Such reimbursement shall be made to the City promptly upon receiving notice from the City of amount due.

The City of Blue Ash assumes no responsibility for personal injury or personal property loss as a result of use of facilities by individuals, families, organizations, or businesses.