

Pavilion Reservation Rules

DATE OF RENTAL

PERMIT NUMBER

PERMIT HOLDER

1. The reservation is for the covered Pavilion only. The park grounds area and all other park facilities will remain open to the general public.
2. Park hours are from 6 a.m. to midnight. The Hollabaugh Pavilion is available for reservations Monday – Thursday from 9 a.m. to 9 p.m., Friday – Saturday from 9 a.m. to 11 p.m., and Sunday from 10 a.m. to 10 p.m.
3. The Parks, Recreation and Cultural Arts Department Director or his designee has the right to refuse rental if the proposed event conflicts with scheduled events of the Parks, Recreation and Cultural Arts Department or is in conflict with a confirmed reservation.
4. Payment for rental of facility is due upon making the reservation, and a signed rental contract is required prior to the reservation.
5. Applicant must be age 21 or over to reserve this facility. Two chaperones, age 21 and over, shall be required for youth (age 18 and under) functions. Youth groups larger than 50 are required to have one additional chaperone for each additional 25 youth.
6. If lessee wishes to cancel, a written notice, signed by lessee must be received one week in advance of scheduled use date. **With proper notification a refund in the amount of 75% will be made.** If notice is given less than one week, all rental fees will be forfeited. If Parks, Recreation and Cultural Arts Department initiates cancellation due to park closing (i.e. flooding, damage, etc.) lessee will be notified as far in advance as possible. Lessee will be permitted to reschedule the reservation. If unable to reschedule, a full refund will be made. **NOTE:** Parks, Recreation and Cultural Arts Department will not initiate cancellation of reservation due to rain or inclement weather. Refunds will not be made due to rain or inclement weather on scheduled use date.
7. Fires shall be confined to Parks, Recreation and Cultural Arts Department designated fireplace/grill. Lessee shall be responsible for furnishing combustible materials for fireplace/grill fires. Fire pits or rings are prohibited.
8. Overnight camping shall be prohibited except in designated areas by special permit only from the Parks, Recreation and Cultural Arts Department.
9. Cutting or burning of any trees or shrubs (dead or otherwise) located in the park area shall be prohibited. By State law, removing wildlife from public lands is prohibited.
10. All litter generated by lessee usage shall be placed in proper receptacle in order to keep facility and adjacent grounds neat and clean.
11. **Alcoholic beverages and gambling are prohibited.**

- 12. Exterior loud speakers (amplifiers) are prohibited.**
- 13.** Lessee shall be responsible for payment of repair costs for damages to Parks, Recreation and Cultural Arts Department property and equipment caused by lessee's using the facility.
- 14.** It is unlawful to offer any goods, services, or thing for sale within parks, parkways, or other recreation facilities, or on public streets and rights-of-ways within three hundred (300) feet of the boundary of the same, unless specifically authorized by the Parks, Recreation and Cultural Arts Department.
- 15.** Motorized vehicles are not allowed on trails and unpaved park areas. Temporary amusements (Bounce Houses, etc.) require patron provided generator. Amusements/slides with water features are prohibited.
- 16.** All other rules and regulations in regard to Garland Parks as listed under City Ordinances also apply to usage of this facility.
- 17.** For emergency maintenance for utilities or water please call **972-205-3210**.
- 18. RESERVATIONS MADE ONLINE AFTER 1:30 p.m. FOR THE SAME DAY, OR AFTER 1:30 p.m. ON FRIDAY FOR WEEKEND USE ARE NOT GUARANTEED TO HAVE LIGHTS & ELECTRICITY.**
- 19.** Pavilion Locations:
- a. Arnold & Carol Ablon Park; 3850 Ablon Trail Dr., water is located to the back of the pavilion.
 - b. Gatewood Pavilion; 4917 Duck Creek Dr., water is to your left along sidewalk as you enter pavilion from the parking lot.
 - c. 111 Ranch; 2121 Brand Rd.; Water (red handle within pipe cover) is on the left side of the pavilion next to the grill.
 - d. Hollabaugh Pavilion; 3925 W. Walnut St., see recreation center staff for assistance with tables and chairs
- 20.** Reservation Information is available through any Garland Recreation Center, by calling 972-205-2750 or by accessing the Parks, Recreation and Cultural Arts Department web site, www.playgarland.com. Hollabaugh Pavilion must be reserved by calling 972-205-2721 or visiting Hollabaugh Recreation Center.

PRINT NAME

SIGNATURE

DATE

