



## **PARKS AND RECREATION COMMISSION**

### **RENTAL GUIDELINES, FEES, AND AGREEMENT**

Anyone wishing to rent any of the Buckeye Lake Village park facilities will be required to complete and submit this Agreement form within two weeks of your planned event. Approval will be on a first-come, first-served basis. Information and forms can be found on the Village's website. Click on Residents tab, then click on Parks & Recreation. Use of the Ryan-Braden ballfields, Ryan-Braden shelter house, Recreation Center, or Pavilion requires a Permit and signed Rental Agreement.

#### **1. RYAN-BRADEN SHELTER HOUSE**

Free to Village residents

#### **2. FEE FOR RYAN-BRADEN BALL FIELD**

\$250.00 limited season rate

\$500.00 seasonal rate

The Ryan-Braden ball field is open to organized teams within the region. Application for seasonal use of the field must be received on or before February 1 of each year. Approval will be on a first-come, first-served basis. Special requests will be considered and approved if resources are available at the time of the request. All teams must comply with Park Rules and Regulations.

#### **3. FEE FOR VILLAGE RECREATION CENTER**

\$125.00 weekdays (Monday - Thursday)

\$175.00 weekends (Friday - Sunday) and Holidays

#### **4. FEE FOR PAVILION**

\$75.00 half day (maximum of 4 hours)

\$125.00 full day

\$100.00 evening between 6 - 11 p.m.

#### **5. PICKLEBALL/BASKETBALL COURTS AND HORSESHOES**

Pickleball, basketball, and horseshoes are FREE and open to the public. Arrangements to use the park's equipment shall be made by emailing: [parcs&rec@buckeyelakevillage.com](mailto:parcs&rec@buckeyelakevillage.com). **However, we encourage you to bring your own equipment when using these facilities.**

**THE VILLAGE OF BUCKEYE LAKE ASSUMES NO RESPONSIBILITY FOR INJURY THAT MAY OCCUR ON PARK PREMISES OR WHILE USING PARK FACILITIES. THE VILLAGE ASSUMES NO RESPONSIBILITY OR OBLIGATION FOR DAMAGE TO ANY VEHICLE OR PROPERTY USED ON PARK PROPERTY.**

**No nails, screws, or anything that makes a hole can be used on the Pavilion, the Recreation Center, or Shelter House.**

Scheduling of the shelter, pavilion, or recreation center is on a first-come, first-served basis. Rentals are not final until application has been approved and payment has been received and processed. The person reserving the facility must be at least 18 years old.

The person or group making the reservation is responsible for cleaning the facility and clearing the grounds after use. All trash should be properly disposed of, and any equipment set up or used shall be removed.

The person or group reserving the facility shall be held responsible for the group's conduct and will be responsible for payment of any damages to the facility and related items (picnic tables, tables, chairs, electrical system, etc) during the rental period. Assessment shall be limited to actual repair or replacement costs. Failure to do so may result in loss of use privileges.

No alcoholic beverages, drugs, or other banned substances are permitted on the premises.

Use of portable toilets will be permitted by visitors.

All pets must be on a leash and cleaned up after. No pets are allowed in the Recreation Center.

Parking is permitted in designated areas only.

If additional tables or chairs are needed, such rental is the responsibility of the applicant and must be removed immediately following the event.

No open fires are allowed on park grounds or at the Pavilion.

Concessions, admission fees, advertising are prohibited on or around park property without written authorization from the Parks & Recreation Commission.

Prior to any event, approval from the Parks & Recreation Commission is needed for refrigerated trucks, portable restrooms, etc., and must be removed promptly after the event or a charge of \$100/day will be assessed. A charge of \$200/day will be assessed if removed by village employees.

Additional electric or water hook-ups will be charged one hour minimum and an hourly charge thereafter.

No refunds will be issued for inclement weather or after the event starts. However, the rental can be rescheduled for another open date and time.

To receive a refund, the person scheduling the event must call and cancel at least one week prior to the reservation date.

Once approved, you will receive a copy of the Permit. Please take this copy with you to your event as proof that you have the facility rented for the date and time on the Permit.

**To the fullest extent permitted by law, the person making the reservation and their guests agree to hold harmless the Village of Buckeye Lake and the Village Parks and Recreation Commission against any and all claims, demands, suits for any damage which may be asserted or claimed against the Village, those working on behalf of the Village and/or Commission, and volunteers by reason of personal injury, including bodily injury, death, property damage, or vehicle damage, which arises out of the alleged negligence of the Village of Buckeye Lake and/or the Parks and Recreation Commission.**

**By signing below, I/we agree to comply with all the terms and conditions listed above in order to reserve a Village facility.**

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Date

**PARK WATCH**

*Please be alert to safety hazards, vandalism, and other crimes in our parks. Report crimes to the Buckeye Lake Village Police Department at 740-928-0999.*