

VILLAGE OF MERRIMAC MEMORIAL PARK SHELTER USE POLICY

Thank you for reserving the park shelter in the Village of Merrimac. We appreciate your support and hope you thoroughly enjoy your event at the park. Shelter use policy is provided below. If you have questions please call the Village Hall at 493-2122.

SHELTER: Picnic area shelter must be reserved. An additional reservation must be made separately for the ball park athletic facilities.

DEPOSIT: A \$50.00 deposit fee is required to reserve the date. Deposit check should be made out to Village of Merrimac and is refundable upon final inspection by Village staff.

RENTAL FEE: Village resident fee is \$60.00/ Fee for Non-resident of Village is \$100.00. The check is payable to Village of Merrimac and it should be a separate check from the deposit check.

PARKING & GATE: Parking for the Village Park is limited to the parking lot located on Front Street near the park. The gate can be opened only to load/unload items at the shelter, but parking is not allowed there. Parking by the shelter will lead to **forfeiture of the deposit** given by the permit holder. The gate must be locked again before leaving the park.

ELECTRICITY: The shelter offers a limited number of electrical outlets. Caution is advised when using electrical service, as they are all 20 amp circuits and can be easily overloaded.

RESTROOMS and parking lots are open to all park patrons and **are not exclusive to the permit holder**. Parking is permitted in designated area only. **Vehicles cannot be parked in the picnic areas or on grass areas.**

BEER AND LIQUOR: Beer and liquor may be consumed by private parties but **NOT SOLD**. The renter shall comply with Wisconsin State Statutes prohibiting the consumption of alcoholic beverages by minors.

GARBAGE & RECYCLING: Place all garbage in black plastic bags which are provided in the shelter. If you plan to have a large quantity of bottles and/or cans, please place the empties in **clear plastic bags** for recycling. **Place bags of garbage and recycling near the gate for pickup.**

SECURITY: Any certified law enforcement officer may, at his or her discretion, with probable cause, terminate the event.

CLOSING HOUR for the Memorial Park is **10:00 p.m.**

PICNIC TABLES: There are a limited number of picnic tables available in the park for all users. Large groups will need to provide their own additional seating. Please respect the rights of others to use the park facility.

REFUNDS: In case of cancellation, permit fee can be refunded **ONLY IF**, at least 30 days prior to picnic, written request and **ORIGINAL PERMIT** are received by the Village Hall office. A \$10.00 fee will be charged for administrative processing. The **ORIGINAL PERMIT**, a written request and \$10.00 fee is required to change reservation.

If you wish to reserve the ball park athletic facilities, please contact the Village Hall. Ball Park facilities may not be reserved between November 1 - April 1.

DISORDERLY CONDUCT PROHIBITED

TENTS: Canopies or tents are permitted only in certain areas when a picnic group has reserved a shelter through the Village Hall. Tents are to be placed adjacent to the shelter. Tents may not be placed on the asphalt and may only be set up on the day of the picnic and must be removed the same day. Charges will be assessed for any damages incurred during setup or removal of tents.

NO DOGS ARE ALLOWED IN THE PARK

Please leave the picnic area clean...any costs for damages or excessive cleanup will be deducted from the security deposit.

Shelter may not be reserved before January 1 of that year.

All uses must be open to the public, free of charge. Participants may not pass a collection plate or solicit from the audience.

The Village of Merrimac is not responsible for any injury or accident, which may occur during the usage.

(Rev. 6/1/16)