CITY OF HAZEL PARK
DEPARTMENT OF RECREATION

PARK RENTAL FORM

1. No person shall willfully mark, deface, disfigure, displace, or remove any park property. Every guardian in charge of a minor shall be personally responsible for any malicious damage to any person or property caused by the child.
2. No structure, booth, tent, or stall shall be erected unless permitted by the Recreation Department. A permit must be applied for, and a fee will be charged.
3. No person shall dump, deposit, or leave any bottles, broken glass, or rubbish in the park except in the available dumpster (Large picnics should bring extra trash bags).
4. No parking in park areas (including walkways, pathways, and grass areas). Violators will be ticketed.
5. All park facilities such as volleyball nets and horseshoe pits must be shared.
6. NO LOUD MUSIC. Please be considerate of those in nearby pavilions and the residents who live in the area surrounding the park.
7. No fireworks are permitted
8. No fires are permitted
9. No alcoholic beverages except by permit. Please note this is for beer & wine only.
10. No dogs are permitted where signage is posted "No Dogs Allowed."
11. All public parks shall be closed between the hours of 9:00pm – 6:00am.
12. Anyone scheduling **INFLATABLES, A DUNK-TANK, FARM ANIMALS, etc.** must have a permit from the Recreation Department with additional proof of insurance. Additional information for permit on following pages of this document.
13. Restrooms will be opened for use during the hours of a reservation. Parks are also for public use and restrooms may be used by the public.
14. **CANCELLATION FEE:** 25% of alcohol and pavilion fees will be withheld on reservations that need to be canceled. For cancellations that are 10 days or less away from date of the reservation are **NON-REFUNDABLE.** The required security deposit will be refunded to the applicant in the case of all cancellations.
15. Trash bags must be placed in dumpsters nearest to the park area reserved following the reservation.

To preserve the quiet and comfort of those persons in the park and within the neighborhood, we request that you follow the aforementioned conditions. If any complaints arise, the Hazel Park Police shall diligently enforce these provisions. They hold the authority to revoke any permit issues for the use of the park and may reject any person(s) in violation.

Hazel Park Department of Recreation
(248) 547-5535
620 W. Woodward Heights Hazel Park, MI
www.hazelpark.org

CITY OF HAZEL PARK
DEPARTMENT OF RECREATION
PARK RENTAL FEES

PARK RENTALS AVAILABLE FOR GREEN ACRES PARK AND SCOUT PARK
HOURS AVAILABLE: 9:00AM- 9:00PM
USE OF RESTROOMS & ELECTRICITY INCLUDED

Parks open for reservations starting May 1st
Resident sign-up: First Monday in March
Non-resident sign-up: First Monday in April

Rentals scheduled less than one month in advance must pay in CASH only

Rate #1 (1-100 People)	$100 $50 Alcohol Permit (Beer & Wine only) $100 Refundable clean-up/conduct deposit
Rate #3 (101- 200 People)	$200 $100 Alcohol Permit (Beer & Wine only) $100 Refundable clean-up/conduct deposit *May include two park pavilions (one large, onesmall) if available
Rate #4 (201 – 300 People)	$300 $200 Alcohol Permit (Beer & Wine only) $200 Refundable clean-up/conduct deposit *Two large pavilions required for reservation inGreen Acres Park
Rate #5 (301 + People)	$500 $200 Alcohol Permit (Beer & Wine only) $200 Refundable clean-up/conduct deposit *Three pavilions required for reservation in Green Acres Park

- **Deposits must be picked up by the applicant during the following week of their rental. A DEPOSIT NOT PICKED UP WITHIN TWO WEEKS OF THE RENTAL IS NON-REFUNDABLE AND WILL BE FORFEITED TO THE CITY**

- **NO REFUNDS WILL BE GIVEN DUE TO INCLEMENT WEATHER**

- **At the discretion of the Hazel Park Recreation Department, a deposit may be withheld due to misconduct and/or failure to clean-up park area(s).**

CITY OF HAZEL PARK
RECREATION DEPARTMENT
PARK RENTAL PERMIT

DATE OF RESRVATION: _____ TIME:_____ (Available 9:00am- 9:00pm)
***RESTROOMS ARE OPENED BASED UPON TIME LISTED ABOVE**

Requested by: _____ Date: _____

Address: _____ City: _____ Zip code: _____

Phone: _____ Organization: _____

Type of function: _____ Number of people expected: _____

Park requested: Scout Park_____ Green Acres #1_____ #2_____ #3_____

This permit includes a pavilion, bathrooms, and electrical, if applicable. Park facilities such as horseshoe pits, volleyball nets, and baseball diamonds must be shared.

ALL FEES MUST BE PAID IN FULL TO MAKE A RESERVATION. CASH DEPOSIT REQUIRED AT TIME OF RESERVATION.

APPLICANT REQUIRED TO READ AND REVIEW PARK RULES AND REGULATIONS FORM PRIOR TO MAKING A RESERVATION.

_____ _____ _____
Applicant Signature Approved by Date

FEES: PARK FEE_____ + ALCOHOL FEE_____ =_____

CLEAN UP/ CONDUCT DEPOSIT (CASH ONLY) +_____

GRAND TOTAL: =_____

ALCOHOL BEVERAGE PERMIT
NAME: _____ AGE: _____ PHONE: _____

ADDRESS: _____ CITY: _____ ZIP CODE: _____

DRIVERS LICENSE #: _____ Birth Date: _____

I,_____ (applicant) have read Ordinance # 829 regarding the drinking of alcoholic beverages in the parks within the City of Hazel Park and hereby accept all responsibility for everything stated within the ordinance for the above event dated _____/_____/_____.

_____
Director of Recreation Approval

office use only: book_____ alcohol____ __ deposit _____

CITY OF HAZEL PARK
DEPARTMENT OF RECREATION

ALCOHOL ORDINANCE
ORDINANCE # 829
CITY OF HAZEL PARK MUNICIPAL CODE, CHAPTER 9.18
"PARKS AND PLAYGROUNDS"

THE CITY OF HAZEL PARK ORDAINS:

9.18.160 Alcoholic Beverages-- Permit. It is unlawful to possess, serve, give away, sell and/or consume any alcoholic beer, wine, or liquor upon, in or at any public park, playground, orparking lot, provided that a City permit may be issued to allow beer or wine thereon. City permits shall be issued by the Director of Recreation for family reunions, charitable, political, fraternal, or service club activities, or industrial or commercial picnics, and to designated individuals representing the aforementioned groups who shall be personally responsible for the group "conduct, activity or damage caused by any of the individual participants."

INFLATABLES AND OUTSOURCED RENTALS INFORMATION

Scheduling an inflatable or any other type of outsourced rentals (Moonwalks, Dunk-Tanks, Farm Animals, etc.):

- Applicant must apply for a permit ($100 fee for each add-on) from the Department of Recreation with additional insurance provided by and paid for by the organization or permit holder. The following is needed:
  - A Certificate of Insurance that includes Comprehensive or Commercial/General Liability (CGL) Insurance Coverage on an occurrence basis, covering the date of the event in the amount of $1,000,000 per occurrence and / or aggregate combined single limit bodily injury, products liability, personal injury, and property damage.
- The City of Hazel Park must be named as additionally insured on their policy.
- A copy of the resident's homeowner's insurance
- Resident/ Requester signature on "Indemnification, Defend, and Hold Harmless Agreement," available through Hazel Park Recreation Department office.

The aforementioned information is to be turned into the Department of Recreation for approval at least two (2) weeks before reservation.

SECURITY DEPOSIT INFORMATION

- Security deposit's must be picked up within the following two (2) weeks of the reservation. After that time, security deposits are forfeited to the City.
- **CANCELLATION FEE:** 25% of fees including alcohol and pavilion rental fee will be withheld by the Department of Recreation. Fees are **nonrefundable** on reservations canceled within 10 days or less.
- At the Department of Recreation's discretion, an entire deposit may be withheld for either of the following instances:
  - **Clean-up:** Park area is not in adequate order after normal use and/or size of group is not estimated correctly.
  - **Conduct:** Any person(s) acting in an unruly/disorderly fashion. Pursuant to the Hazel Park Police Department, persons may be subject to arrest.