

**CITY OF MANSFIELD PARKS DEPARTMENT  
445 Bowman Street, MANSFIELD, OHIO, 44903,  
TELEPHONE: 419.522.9801 AFTER HOURS: 419.522.1234**

**PARK PAVILION RENTAL AGREEMENT**

Reservation Date: \_\_\_\_\_ Time of Rental: From: \_\_\_\_\_ To: \_\_\_\_\_

Park Rented: \_\_\_\_\_

Name of Person Responsible: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: (     ) \_\_\_\_\_ Driver's License #: \_\_\_\_\_

Email Address: \_\_\_\_\_

What is the building being used for? \_\_\_\_\_

What is the estimated attendance? \_\_\_\_\_

**RULES AND REGULATIONS**

1. **Any violation of any Park ordinance is just cause for any party to be expelled from the park immediately.**
2. **It is unlawful to engage in selling or offering for sale, any item, service, or labor whatsoever for any event on park property.**
3. **It is unlawful to advertise or engage to advertise for any gain in any manner whatsoever for any event on park property.**
4. **NO alcoholic beverages to include beer, wine or spiked punch allowed on city park property.**
5. **All parties must agree to clean and put away tables and chairs, wipe down counter tops, remove any decorations, place all trash in trash barrels provided before they leave the park premises. IF ANY ADDITIONAL CLEANUP IS NECESSARY, ADDITIONAL CHARGES WILL BE MADE FOR MANHOURS AND MATERIALS.**
6. **All parties will shut off lights and any electrical appliances. ALL PARTIES WILL VACATE THE PARK BY 10:00 P.M.**
7. **All parties will LOCK AND SECURE THE PARK PAVILION UPON DEPARTURE FROM THE PARK.**
8. **Additional charges will be billed for damages to any and all park equipment and/or facilities.**
9. **All music and/or audio equipped speakers will be kept within pavilion and sound must not travel beyond the confines of the building. NO CONCERTS ALLOWED.**
10. **Unruly behavior is not permissible.**
11. **CANCELLATION POLICY: If the Party needs to cancel their reservation the party must come into the Park Office to fill out a cancellation form. There will be a \$50 fee for cancelling the reservation at any time.**
12. **This pavilion is in good condition and will be left in the same. My signature is acknowledgement that I understand that I can and will be held responsible for violations of all Park ordinances, rules and regulations (including but not limited to the listings above).**

X \_\_\_\_\_  
Signature (Must be 21 years of age or older)

Date: \_\_\_\_\_