

Jefferson Township
6545 Havens Road, Blacklick, Ohio 43004
(614) 855-4260

SHELTER HOUSE RESERVATION APPLICATION PERMIT
COMPLETED APPLICATION PERMIT AND TOTAL AMOUNT DUE IS REQUIRED TO PROCESS RESERVATION

Applicant / Lessee Name: _____ Facility Reserved: _____
Applicant's Address: _____ Day & Date Reserved: _____
City, State, Zip: _____ **Circle** Time slot reserved: 12pm-4pm **or** 4:30pm-8:30pm
Applicant Phone Numbers: _____ Organization: _____
Home: _____ Daytime: _____ Type of Event: _____
E-mail address: _____ Estimate Attendance: _____

\$80 REFUNDABLE SECURITY DEPOSIT (CLEANING/DAMAGE) APPLIES TO SHELTER RENTAL & OVERNIGHT CAMP-OUT
SHELTER HOUSE RENTAL RATE FEE SCHEDULE

Jefferson Community Park, 7494 Clark State Road, Blacklick, Ohio 43004 - Two shelter houses can be reserved.

***Jefferson Run Park**, 1490 Climbing Fig, Blacklick, Ohio 43004 – One shelter house can be reserved during summer months when Licking Heights West Elementary is not in session.

*2010 Saturday, June 5 – Sunday, August 15; *2011 Saturday, June 4 – Sunday, August 7

Applicant / Lessee, if desired: _____ Maple Leaf fireplace unlocked (use back side of application for additional comments)

Jefferson Community Park, Shelter Houses: time slots are noon-4 p.m. & 4:30-8:30 p.m.

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|---------------------------|--|--------------|--------------------------------------|-------------|--------------------------------|
| <u>Resident rate:</u> | Rental, Large (Maple Leaf) Shelter: | \$60 | Deposit, Refundable Security: | \$80 | <u>Amount Due \$140</u> |
| <u>Resident rate:</u> | Rental, Small (Trillium) Shelter: | \$40 | Deposit, Refundable Security: | \$80 | <u>Amount Due \$120</u> |
| <u>Non-resident rate:</u> | Rental, Large (Maple Leaf) Shelter: | \$100 | Deposit, Refundable Security: | \$80 | <u>Amount Due \$180</u> |
| <u>Non-resident rate:</u> | Rental, Small (Trillium) Shelter: | \$75 | Deposit, Refundable Security: | \$80 | <u>Amount Due \$155</u> |

Jefferson Run Park, Shelter House: time slots are noon-4 p.m. & 4:30-8:30 p.m.

| | | | | | |
|---------------------------|-------------------------------|-------------|--------------------------------------|-------------|--------------------------------|
| <u>Resident rate:</u> | Rental, Large Shelter: | \$50 | Deposit, Refundable Security: | \$80 | <u>Amount Due \$130</u> |
| <u>Non-resident rate:</u> | Rental, Large Shelter: | \$80 | Deposit, Refundable Security: | \$80 | <u>Amount Due \$160</u> |

Non-profit Overnight Camp-out: To guarantee use of shelter house, shelter house rental fee must be paid. See above rates.
Camping (Jefferson Community Park) fee: \$1 per person, per night

number of persons: _____ X number of nights: _____ = Overnight Camp-out Amount \$ _____

arriving: day, date & time _____ @ _____ departing: day, date & time _____ @ _____

PAYABLE TO: Jefferson Township Mail To: 6545 Havens Road, Blacklick, Ohio 43004 Attention: Reservations

TOTAL AMOUNT DUE (rental & refundable security deposit): \$ _____ Type: check, cash, money order _____

Refunds/cancellations: Refundable security deposit will be returned after the shelter house is checked for damage, and to ensure that the parks regulations were followed. Refundable security deposits will be returned 30 days after the rental date. Shelter house fees will not be refunded if event is canceled due to inclement weather. Cancellation within 30 days prior to rental date will result in a loss of rental fee. There is a \$10 administration fee to change the date of a processed rental. I have received a copy of the parks rules and agree to be responsible for compliance with all applicable rules during the time of my rental. Further, I understand that my deposit is subject to forfeiture for noncompliance with rules or damage to facilities.

Applicant / Lessee Signature: _____ date: _____

Permit Approved / Payment Received: _____ date: _____

FOR PARK ASSISTANCE DURING YOUR EVENT, PLEASE CONTACT THE FIRE DEPARTMENT AT 861-3757. THEY HAVE KEYS TO UNLOCK THE FIREPLACE, RESTROOMS, ELECTRIC BOX, AND THE AUTHORITY TO EJECT PERSONS FROM THE PARKS.

Jefferson Township Park Rules and Regulations **(Retain this information for your reference)**

Refunds/cancellations: Shelter house fees will not be refunded if event is canceled due to inclement weather. Cancellation within 30 days prior to rental date will result in a loss of rental fee. There is a \$10 administration fee to change the date of a processed rental.

The responsible Applicant / Lessee agrees to hold harmless Jefferson Township and its officials and assigns from any and all claims, suits, losses of any kind or nature to person or property of the responsible applicant/lessee and participants arising in connection with the use of said park. It is understood that the applicant/lessee using the park/facilities will comply with the laws of the State of Ohio and all parks rules and regulations set forth by the Jefferson Township Board of Trustees. The Board of Trustees reserves the right to deny use of park and facilities to individuals/groups who fail to comply with the rules and regulations and to withhold security deposit as compensation for damages caused

1. Consumption or carrying of beer and/or alcoholic beverages is prohibited in all Jefferson Township Parks;
2. No person shall carry firearms or discharge firearms, air or gas guns, bows, crossbows, missile throwing objects, slingshots or any other weapon into the parks, except for persons engaging in special events approved by the Board of Trustees prior to the event;
3. Applicant / lessee will be responsible for all persons in the group using park facilities;
4. No person shall drive at a speed of more than 10 miles per hour on designated roads. Park **only** in designated areas. Any vehicle left in the parks after closing hours will be removed at the owner's expense;
5. Motor vehicles, mopeds, motorcycles, ATV's snowmobiles, or other propelled vehicles or wagons are not permitted in areas not specifically designated as "Parking Area";
6. Engine powered miniature models and toy airplanes, rockets, boats, sirens and noise making devices are not permitted;
7. Put litter associated with your event in receptacles provided;
8. No person shall operate radios, phonographs, tape recorders, musical instruments at a volume audible beyond his immediate are. Live entertainment must have prior approval from the Township administrator or Board of Trustees;
9. Decorations may be taped to surfaces only. No tacks, staples, screws or nails anywhere in the shelter. Confetti, glitter and/or similar decorations are prohibited;
10. Do not use wood in charcoal grills;
11. Cooking apparatus using bottled propane is not permitted inside the shelter house;
12. Make certain all fires will be properly extinguished before leaving the park;
13. No person shall ride or bring into the parks, any horse, mule or pony, except on road entrance to parks or parking lots;
14. Dogs are permitted on a leash and must be under the owner's control at all times. Failure to control pet will result in eviction of the owner from the park. Owner of pet will be responsible for removal and proper disposal left by said pet;
15. No hunting, trapping, removal or destruction of vegetation or wildlife. Destruction of any plant or removal of any part of any plant is prohibited. Those visiting the wooded areas must stay on the trails provided;
16. Fishing is subject to the statutes of the State of Ohio;
17. Ice skating, swimming and wading in or on ponds is prohibited;
18. Soliciting, sales and advertising of any kind on parks grounds is prohibited without written permission from Township Trustees, and if allowed, an appropriate fee structure will be established;
19. Jefferson Township is not responsible for lost and/or damaged property, accidents or injuries incurred while using the Township facilities;
20. Visitors will observe all posted rules and regulations established by the Jefferson Township Parks Regulations. Non-compliance with park rules and regulations shall result in lost of deposit;
21. Any groups that abuse a facility or violate rules and regulations will not be issued any future permits, and charges for damage will be assessed;
22. Any exception to the aforementioned rules and regulations must be obtained in writing from the Township administrator or the Board of Trustees.

Shelter houses are rented on a first-come, first-serve basis, and can be secured no more than one year prior to the rental date. Applicant / lessee must have paperwork completed and pay (security deposit and rental) to complete a reservation. Reservations are not complete until payments and forms are processed. Please call the office at 855-4260 to check for availability. Reservations forms are available at the Jefferson Township office or online at WWW.JEFFERSONTOWNSHIP.ORG

Rental and security deposit fees may be paid by cash, check, or money order. An \$80.00 security deposit is required for each rental. Please make payable to Jefferson Township. Refundable security deposits will be returned after the shelter house is checked for damage, and to ensure the parks regulations were followed. Refundable security deposit will be returned 30 days after the rental date. Shelter house fees will not be refunded if an event is canceled due to inclement weather. There is a \$10 administration fee to change the date of a processed rental. Any cancellation within 30 days prior to rental date will result in a loss of the rental fee.

FOR PARK ASSISTANCE DURING YOUR EVENT, PLEASE CONTACT THE FIRE DEPARTMENT AT 861-3757. THEY HAVE KEYS TO UNLOCK THE FIREPLACE, RESTROOMS, ELECTRIC BOX, AND THE AUTHORITY TO EJECT PERSONS FROM THE PARKS.