

TOWN OF RICHLANDS
VENTERS PARK USE POLICY & PICNIC SHELTER RESERVATION APPLICATION

1. All organizations, groups and individuals will be responsible for any damages that occur while they are using the park facility. All organizations, groups and individuals will be responsible for cleanup of the premises immediately following their use each day. Failure to abide by these rules will affect future use of the park facility.
2. Organizations, groups or individuals wishing to use this park facility should contact the Town of Richlands and request a reservation. Reservations are available for the current year only unless prior approval is received from the Town of Richlands.
3. Trash is to be picked up around the picnic area and disposed of properly. Groups must provide their own trash bags and dispose of the bags by removing them from the park or by placing them in the containers provided. **Littering is prohibited.**
4. No possession, consumption or display of alcohol or any controlled substance or containers are allowed within the park. Any person under the influence of alcohol or any controlled substance is prohibited in the park.
5. No open fires are allowed except in the designated grill location inside the picnic area. Charcoal only may be used in grill. **Please do not leave picnic area or park until grill fire is completely extinguished.**
6. Groups reserving the picnic shelter must not disturb or interfere with any person or party using any other area of the park or any person or party participation in authorized activities within the park.
7. **All rules posted at the park are to be followed.**
8. Flagrant misuse of the park and recreation facilities will result in the forfeiture of the future use and reservation privileges. Persons failing to comply with the rules of the park set forth by the Town of Richlands may be denied future use of the facilities.
9. Picnic shelter may be decorated but nails, staples, and tape may **not** be used. Rope, string and streamers or anything that can be tied is considered acceptable.
10. Soliciting and advertising of any kind is not permitted in the park area.
11. Fireworks are not permitted in the park.
12. Smoking is not permitted on park grounds.
13. Sound reproduction devices (loud speakers, etc) and musical instruments are prohibited. This does not apply to events sponsored by the Town of Richlands.
14. Inflatables are not allowed in the park.
15. Inclement weather dates may be rescheduled if date is available.
16. No person shall bring pets - other than service dogs trained to assist disabled persons – into the park.
17. Paid reservations, Town sponsored events, and activities shall have priority for the use of park picnic shelters. All other use shall generally be considered on a first come first serve basis.

**TOWN OF RICHLANDS
VENTERS PARK USE POLICY & PICNIC SHELTER RESERVATION APPLICATION**

My signature verifies that I am responsible for the group reserving the picnic area and I have read and fully understand the Park Agreement. My signature also verifies that I understand and agree to abide by the rules of the agreement and all rules posted at the park. I further understand that failure to abide by the rules of the park could result in suspension from the park or arrest, if warranted. I agree to defend, indemnify and hold harmless the Town of Richlands from any claims for loss or damages, including expenses and defuse cost it incurs as a result of my use of the premises.

Date of Rental

Time

Print Name

Signature

Business, Church or Civic Organization

Authorized Signature (if different from above)

Telephone (Day and Evening)

Mailing Address

Town Employees Signature

Date

“USDA is an equal opportunity provider and employer. If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690 7442 or email at program.intake@usda.gov.”

For Official Use Only:

Rental Fee Paid (date) _____, Amount _____, Receipt # _____

NOTES: