



EARNEST FREEMAN PARK PICNIC TABLE RESERVATION FORM

DATE OF RESERVATION _____

TIME OF RESERVATION _____

The Town Park is open from dawn to dusk. Please remember to include this time for setup and breakdown when you make your reservation. This picnic reservation form reserves the shelter space only. We will post a sign on the shelter you have reserved.

My signature verifies that I am responsible for the group reserving the picnic shelter and I have read and fully understand the PICNIC SHELTER RESERVATION POLICY/AGREEMENT. My signature also verifies that I am responsible for any damages or losses that occur to the picnic shelter or tables during the above stated reservation date and time. I also 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 Stedman from any claims for loss or damages, including expenses and defense cost it incurs as a result of my use of the premises. I also agree to follow all State, Local and CDC guidelines as it pertains to the health and safety of my group and others. It is my responsibility to accept and follow current guidelines.

Print Name _____ Signature _____

Address _____ Telephone _____

Town Employees Signature _____ Date _____

To help us serve you better, we would like to place a sign at the shelter you have reserved. Please fill in the following information.

Who is party for _____

What is party theme/colors _____

Which shelter would you like to reserve?

- o X-Large Shelter (7 Tables) _____
- o Large Shelter (3 Tables) _____
- o Gazebo (1 Table) _____



EARNEST FREEMAN PARK PICNIC SHELTER RESERVATION POLICY/AGREEMENT

Picnic shelters may be used on a "First Come, First Served" basis as long as the picnic shelter has not been reserved.

The park remains open to the public even when shelters are reserved. The reservation is for the use of the picnic shelter only and for the allotted time shown on the picnic shelter reservation form.

1. The picnic shelters may be reserved between dawn and dusk. Only one reservation will be allowed per day.
2. Reservation setup and cleanup are covered in the time reserved.
3. There will NOT be a reservation fee. A Picnic Shelter Reservation Form must be signed within (5) days after the reservation is made for a reservation to be confirmed.
4. Trash is to be picked up around the picnic shelter and disposed of properly by removing it from the park. Littering is prohibited.
5. Sound reproduction devices (loud speakers, etc.) and musical instruments are prohibited.
6. No open fires are allowed in the park. Personal grills are not permitted in the park unless permission is granted by the Town when reservation is made.
7. Additional tables are not permitted in the park unless permission is granted by the Town when the reservation is made.
8. If the picnic shelter or surrounding area are damaged or left in disarray, the individual making the reservation will be held responsible.
9. Groups reserving the picnic shelters must not disturb or interfere with any person or party using any other area of the park or any person or party participating in authorized activities within the park.
10. No possession, consumption or display of alcohol or any controlled substance or containers thereof are allowed within the park. Any person under the influence of alcohol or any controlled substance is prohibited in the park.
11. No firearms or other dangerous weapons are allowed in the park. This does not apply to law enforcement officers while engaged in the discharge of their duties.
12. Inclement weather dates may be rescheduled, if a date is available, but must be requested no more than (2) work days following the original reservation date.
13. All rules posted at the park are to be followed.
14. Flagrant misuse of the park and recreational facilities will result in the forfeiture of future use and reservation privileges. Persons failing to comply with the rules of the shelter and park set forth by the Town of Stedman Board of Commissioners may be denied future use of the facilities,
15. An electrical outlet is available for use. Prior permission to use outlet is required at time of reservation.
16. Bounce Houses are not permitted
17. No parking is allowed except in the designated paved parking lot.
18. All State, Local and CDC guidelines as it pertains to the health and safety of everyone must be followed. It is the responsibility of the person reserving the shelter to accept and follow current guidelines.