



# City of Roosevelt Park PAVILION POLICY

City Hall Office Hours: Monday – Friday 8:30 am to 5:00 pm, 231-755-3721

AMENDED: 11/1/2019  
EFFECTIVE: January 1, 2021

- The City, not wishing to condone one religion over another, excludes all religious services from occupying the pavilion.
- The Pavilion shall not be used for political activities other than those conducted by the City.
- There shall be no possession or consumption of alcohol or marijuana in the Pavilion or any City park.
- Private gathering will be scheduled for residents of the City of Roosevelt Park only.
- The Pavilion may only be used from 8:00 AM to 10:00 PM.
- There shall be no bikes, inline skates, skateboards, etc. used in the Pavilion.
- Noise should be kept to a minimum. Singing and musical instruments should be kept at a level consistent with the needs of those in attendance to hear.
- No food shall be prepared in the Pavilion, i.e., no grills, etc. allowed inside the Pavilion.
- Failure to adhere to the rules as established by this Pavilion Use Policy shall result in the confiscation of the deposit and possibly denial of the individuals and/or group's future use of the Pavilion.
- The applicant is responsible for the cost of repairing damage to the Pavilion and surrounding area. If the deposit is insufficient, legal action will commence for the remaining balance.
- Individuals and/or groups using the facility are responsible for cleaning and leaving the Pavilion in ready to use condition, i.e., remove all decorations, pick up garbage and generally clean the area.

Groups using the Pavilion agree to save and hold harmless the City of Roosevelt Park and its agents from any and all liabilities or responsibilities arising from incidents related to the use or the Pavilion or grounds. It is further understood and agreed by all users of the Pavilion that the City of Roosevelt Park assumes no obligation regarding the use of the premises by the users.

The City of Roosevelt Park reserves the right to determine who shall and shall not use the Pavilion. The City can deny the use of the Pavilion if in the City Council's judgment the particular request for facility use is not in the best interest of the community.

No individual, association, or organization organized for profit, shall be allowed to use the Pavilion for any activity which is intended to result in a profit to said individual or group, or which is used for the purpose of conducting solicitation of funds, donations, bingo, or other activities designed to raise funds for any purpose. This paragraph shall not prevent an individual and/or group from requesting nominal donations from persons attending any function for the sole purpose of paying for expenses actually incurred in holding said function.

# RENTAL RATE SCHEDULE

## **Private Gatherings**

A \$200 refundable security deposit required at time of receiving key for use of the restrooms on the back side of the Community Center building. This can be cash or a separate check. A \$200 charge will be assessed for all lost keys.

<b><u>Gazebo</u></b>	<b><u>Weekday</u></b>	<b><u>Weekends</u></b>
8:00 am to 10:00 pm	75.00	\$75.00

## **Mona Shores Public Schools:**

The Mona Shores Public Schools student activity groups (Girl/Boy Scout Troops, Band, etc.) are not required to pay a fee.

## **Application Procedure/Requirements:**

1. An application form may be obtained at City Hall.
2. Scheduling of the Pavilion will be on a first come, first serve basis. However, the City reserves the right to reschedule groups to meet the needs of residents and the community.
3. The full amount of rental is due with application. The application form must be filled out at time of reservation. No dates will be saved without application and money. The security deposit is due when key is picked up at City Hall.
4. All individuals and/or groups are required to pick-up the restroom key (if desired) at City Hall prior to the event during regular business hours and return the restroom key the next business day. **The City will not make special arrangements to open the restrooms for any individual and/or organization failing to obtain a key prior to your event.**
5. All event cancellations must be made in writing at least 30 days prior to the event date, so that the City may have time to book other events. Cancellations made less than 30 days prior to the event date will be issued a refund for **half** of the rental amount.