

**Village of Minerva
209 North Market Street
Minerva, Ohio 44657
(330) 868-7705 ext. 106**

(Complete this application and return it to the Village of Minerva with rental fee)

Name of Park: _____ Date Reserved: _____

Facility Reserved: _____ Activity: _____

Applicant's Name: _____ Address: _____

Phone Number(s): _____ City, State, Zip: _____

Rules/Regulations

The Village of Minerva reserves the right to deny use of shelter facilities to groups who fail to comply with the rules and regulations set forth by the Village of Minerva. It is understood that the group/organization using the above park/facility will comply with the laws of the State of Ohio and the Village of Minerva; and

1. **Consumption or carrying of beer and/or alcoholic beverages is prohibited in all Village of Minerva parks;**
2. Will be responsible for all persons in the group using facilities;
3. Assumes liability for any damage done to the park and/or facilities;
4. Will ensure that all cooking fires are properly extinguished;
5. **Will park only in designated areas.**
6. Applicant must be 18 years of age to apply for shelter rental application;
7. Will observe the rules and regulations established for conduct in the parks of the Village of Minerva;
8. Observes the closing time of dusk for all parks and shelters;
9. Will put litter associated with your event in containers provided and remove any decorations;
10. The facility must be reserved through Minerva Village Hall. The reservation is not accepted or confirmed until the rental fee is received.
11. Decorations may be taped to surfaces only – no tacks, staples, screws, nails, etc. anywhere in the shelter;
12. Any inflatable apparatus for playing must be approved by the Village of Minerva;
13. Portable grills are prohibited inside the shelter. Any cooking apparatus using bottled propane is not permitted inside the shelter;
14. Application and fees must be paid **within 7 days** of previous rental to ensure the same shelter for the next year;
15. The Village of Minerva is not responsible for lost and/or damaged property, accidents or injuries incurred while using Village facilities;
16. The renter must keep the receipt on his/her person on the date of rental;
17. **Picnic tables must not be moved or removed from the shelter;**
18. **Cancellation: If the renter cancels their reservation at least 14 days before the reservation date, the full fee will be refunded. Since a late cancellation means that another renter will not likely be found for the date you reserved, unfortunately we cannot refund your fee if the cancellation is within 14 days of the rental. There are no refunds due to inclement weather or messy facilities.**

I have read and agree to the terms of this agreement.

Lessee

Date

Village Employee

Date Paid: _____

Receipt Number: _____