

COVINGTON MEMORIAL PARK, RURAL HALL, NC
PICNIC SHELTER RESERVATION POLICY/AGREEMENT

The picnic shelter may be used, without a fee, on a “First Come, First Served” basis, as long as the picnic shelter has not been reserved. A three-hour time limit shall be in effect for any person or group using the picnic shelter on a first come, first served basis.

The park remains open to the public when the picnic shelter is reserved. The reservation is for the use of the picnic shelter only and for the allotted time shown on the picnic shelter reservation policy/agreement.

1. The picnic shelter may be reserved for a minimum of three (3) hours and a maximum of five (5) hours between 10:00 AM and 9:00 PM, Monday through Saturday, and 1:00 PM and 6:00 PM on Sunday. Only one reservation will be allowed per day.
2. Reservation holders may set up 30 minutes prior to their scheduled time and must have everything removed and the shelter cleaned 30 minutes after their scheduled time.
3. There will be a reservation fee of \$40.00 for residents, businesses, churches and civic organizations inside the corporate limits of the Town of Rural Hall and a reservation fee of \$80.00 for residents, businesses, churches and civic organizations outside the corporate limits of the Town of Rural Hall. All payments must be made and an agreement signed within five (5) days after the reservation is made for a reservation to be confirmed. Reservations must be made at least three (3) days in advance of the reservation date. (No fee will be charged to Rural Hall Elementary School groups.)
4. The picnic shelter may be reserved only for groups having at least fifteen (15) people with a maximum of one hundred (100) people. Any group exceeding the maximum of one hundred (100) people may be denied future use of the picnic shelter.
5. Trash is to be picked up around the picnic shelter and disposed of properly. Groups must provide their own garbage bags and dispose of the bags by removing them from the park or by placing them in the receptacles provided. Littering is prohibited.
6. Restrooms are to be monitored by the person who reserved the picnic shelter to ensure that they are not abused. The reserving group must provide toilet tissue and hand towels. Restrooms remain open to the general public.
7. Sound reproduction devices (loud speakers, etc.) and musical instruments are prohibited. This does not apply to events sponsored by the Town of Rural Hall.
8. No open fires are allowed except in the designated grill located inside the picnic shelter. Charcoal only may be used in the grill. Please do not leave the picnic shelter or park until grill fire is completely extinguished. **DO NOT** place charcoal ashes in trash receptacles but remove them from the premises in proper containers. Gas and charcoal grills are not permitted under the shelter or on wooden deck.
9. Picnic tables are to be picked up when being moved (**Do Not Drag**). Tables are to be returned to their original arrangement.

10. If the picnic shelter, bathrooms, or surrounding area are damaged or left in disarray, a maintenance fee of \$40.00/employee/hour will be charged.
11. 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 participating in authorized activities within the park.
12. 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.
13. 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.
14. No refunds will be given due to inclement weather or for cancellations. Inclement weather dates may be rescheduled, if a date is available, but must be requested no more than two (2) workdays following the original reservation date. Inclement weather must occur **at** the picnic shelter **during** the time reserved before a rain date may be rescheduled.
15. All rules posted at the park are to be followed.
16. 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 Rural Hall Board of Councilmen may be denied future use of the facilities.

DATE OF RESERVATION: _____
TIME OF RESERVATION: _____
RESERVATION FEE: _____

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 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 Rural Hall from any claims for loss or damages, including expenses and defense cost it incurs as a result of my use of the premises.

 Print Name Signature

 Business, Church or Civic Organization Authorized Signature

 Mailing Address Telephone Number (Day & Evening)

 Town Employee's Signature Date

Remit to: Town of Rural Hall
 Post Office Box 549
 Rural Hall, NC 27045
 (336)969-6856

*Adopted December 13, 2004
 Revised July 1, 2008*