



**GAZEBO RENTAL  
USE POLICY & PROCEDURES  
AS OF JANUARY 4, 2016**

In general, the Gazebo is available on a scheduled basis for weddings, Performing Arts functions, and other appropriate activities for non-profit organizations.

**RESERVATIONS**

A fee of **\$50.00 for residents, \$100.00 for non-residents will be charged.** This fee must be paid within **seven (7) days** of making the request to hold the reservation. Make checks and/or money orders payable to: **Barberton Parks & Recreation**, and mail to: **500 W. Hopocan Ave., Barberton, OH 44203**. Reservations for the proceeding year will not be taken prior to January 2. Additional fees may be charged for group security, clean up, and/or damages. No electricity is available unless requested at time of booking.

**USAGE**

1. In order to allow more individuals and/or groups to utilize the facility, the following general time restrictions apply:
  - **WEDDINGS:** **ONE (1) HOUR**
  - **PERFORMANCES:** **TWO (2) HOURS**
  - **SPEECHES:** **TWO (2) HOURS**
2. **ALL** collections or fundraising activities will be limited to only those that directly benefit the City of Barberton, Barberton City Schools, or the Barberton Community Foundation.
3. **NO** sales will be permitted without prior consent of the Parks & Recreation Commission. ***(The Commission meets the 1st Thursday of each month.)***
4. **NO** distribution of written material will be permitted during any public event or program. However, literature may be distributed from a restricted area, designated by the Parks & Recreation Commission, one-half (½) hour before and after the event or program. A written request must be received within **thirty (30) days prior** to distribution.

**CANCELLATION OF RESERVATIONS**

1. The Parks & Recreation Commission reserves the right to cancel any reservation made, as deemed necessary for Parks & Recreation activities. ***(Refunds under the above circumstance will automatically be processed.)***
2. **NO** refunds will be issued unless a written notice is received within **thirty (30) days prior** to the reservation date.
3. A **\$5.00** processing fee will apply to all approved refunds. In exchange for a refund, a credit may be issued, but must be used within one (1) year of issuance. Once a credit has been issued, a refund will not be processed.

**PARK REGULATIONS**

1. **NO** vehicles are permitted in the park. Users will be assessed charges for any damage to grounds and/or facilities.
2. **NO** decorations are to be **attached** to the Gazebo. **NO** birdseed, rice, or fake flower petals are allowed in the park.
3. **NO** alcoholic beverages permitted.
4. All litter must be picked up and placed in containers. Users may be charged a cleaning fee, if necessary.
5. Music volume must be adjusted as to not disturb the neighborhood.