



**SAGAMORE HILLS TOWNSHIP
11551 VALLEY VIEW ROAD
SAGAMORE HILLS, OH 44067
330-467-0900 (FAX # 330-655-7899)**

TOWNSHIP GAZEBO PERMIT/CONFIRMATION FORM

NAME:	ADDRESS: (STREET) (CITY/STATE/ZIP)
TELEPHONE # (DAY)	TODAY'S DATE:
EVENT DATE:	EMAIL:
EVENT:	AMOUNT DUE:
NUMBER IN GROUP:	9:00 A.M. - Dusk
BASEBALL FIELDS ARE NOT INCLUDED IN GAZEBO RENTAL	

ALL FEES AND PERMITS MUST BE RECEIVED WITHIN 48 HOURS OF RESERVING THE GAZEBO OR YOUR RESERVATION WILL BE CANCELLED. One form of I.D. is required to show proof of residency (example: Driver's License, State I.D. or Utility Bill).

NOTE: Please sign the Township Gazebo Permit/Confirmation Form, Conditions Form, Rules and Regulations Form and return with your Check or Money Order made payable to Sagamore Hills Township to confirm your reservation.

FEE SCHEDULE

Sagamore Hills Township Residents:

Friday, Saturday & Sunday \$25.00 (Twenty-five Dollars)
Monday thru Thursday No Charge, but must register to reserve the gazebo

Non-Residents:

Sunday thru Saturday \$60.00 (Sixty Dollars)

The applicant and any other person or persons, corporation or other organization on whose behalf a permit is granted agree that as partial consideration for the issuance of the permit, they will jointly and severally indemnify, defend and save harmless, Sagamore Hills Township, its officers and employees and administrators from all liability, claims, right or cause of actions, loss, cost, damage and expense (including attorneys' fees) that may arise out of or be connected with, related to or cause by, either directly or indirectly, the event authorized in the permit.

The undersigned hereby acknowledges they have received, read, understand and accept the conditions of the Sagamore Hills Township Rules and Regulations and Disclaimer attached to this permit.

Signature

Date

FOR USE AND COMPLETION BY SAGAMORE HILLS TOWNSHIP

Gazebo and adjacent areas clean _____
Trash removed to receptacles/dumpster _____
Damage/misuse of gazebo _____

Signature

Date

FOR OFFICE USE ONLY			
DATE PAYMENT RECEIVED	FEE AMOUNT & CHECK NO.		
SIGNATURE			

SAGAMORE HILLS TOWNSHIP
CONDITIONS OF SAGAMORE HILLS TOWNSHIP GAZEBO PERMIT

TIMES GAZEBO IS AVAILABLE: The Sagamore Hills Township Park Gazebo is available from 9 a.m. to dusk weekdays and weekends, May 1st through October 31st.

PAYMENT: Payment may be made by check or money order. A returned personal check will result in the loss of the Gazebo reservation without the option to reschedule for the current calendar year. Checks are to be made payable to **Sagamore Hills Township**. **PAYMENT MUST BE RECEIVED WITHIN 48 HOURS OF RESERVING THE GAZEBO OR YOUR RESERVATION WILL BE CANCELLED.**

REFUNDS: Anyone requesting a refund MUST submit a written letter of cancellation to Sagamore Hills Township stating the reason for the cancellation and the date of the reservation being cancelled. **THE REFUND REQUEST MUST BE WRITTEN AND SIGNED BY THE PERSON WHOSE NAME APPEARS ON THE PERMIT, AND MUST BE RECEIVED WITHIN (7) SEVEN DAYS OF RESERVING THE GAZEBO.**

UTILITIES: There are electrical outlets in the gazebo and restroom facilities are available in the park.

ALCOHOLIC BEVERAGES: Alcoholic beverages are PROHIBITED anywhere on the property.

PARKING: Parking is available in the park. The Township Safety Center grounds may not be used for park parking.

GENERAL: All garbage, paper, cans, bottles or other waste materials of any kind shall be disposed of in the trash containers provided at the site. **Excess trash that does not fit into the trash containers provided at the site is to be disposed of in the dumpster behind the park building (see attached map).** Gazebo and grounds must be left in readiness for use by the next group.

Disturbance to man-made features or existing natural conditions is strictly prohibited.

ALL RULES/CONDITIONS STATED ABOVE MUST BE FOLLOWED

Signature

Date

SAGAMORE HILLS TOWNSHIP PARK RULES AND REGULATIONS

GENERAL RULES

The following are **PROHIBITED** in the park or any park facility

- Alcoholic beverages
- Unauthorized motor vehicles on grass areas (including motorcycles, scooters, etc.)
- Removal or destruction of plants or trees
- Dogs off leash
- Failure to immediately clean up after dog or pet
- Hunting, trapping or removal of any animal; or to let loose any animal
- Skateboards or Rollerblades
- Golfing and Archery
- Overnight camping
- Model or remote control planes, gliders, rockets, vehicles, etc.
- Use of amplified sound
- Glass containers
- Fireworks
- Practice of athletic activities on prepared game fields

ATHLETIC FIELDS

- **BASEBALL FIELDS ARE NOT INCLUDED IN THE PAVILION, GAZEBO & PARK EVENT RENTALS**

PAVILIONS AND GAZEBO

- Reservations for pavilions or gazebo requires a facility request form be submitted before a facility use permit can be granted
- All facility reservations subject to a rental fee
- Free-standing direction signs are permitted
- Political/religious signs and banners are prohibited on township property per Summit County Prosecutor
- Decorations may not be attached to the building in any way
- Unauthorized persons may be asked to leave any facility
- No standing or sitting on picnic tables
- Ensure that all picnic benches are wiped clean, and clean up any spills or items on the floor to ensure that they don't attract insects
- Completely put out all fires
- Take any unused items with you when you leave

EVENTS WITHOUT USE OF PAVILIONS or GAZEBO

- Any prearranged gathering or meeting of five or more individuals in the park shall be considered an event requiring an advanced "Park Event Permit".
- Sagamore Hills Township reserves the right to deny or cancel any "Event Permit" if it shall potentially interfere with the use of Park Pavilion(s), Athletic Fields or general use of the Park.
- Designed parking areas and hours for the permit shall be maintained by permit holder.

By signing below the applicant acknowledges responsibility to ensure that all of the above conditions are completed upon leaving the pavilion. Failure to do so may result in the person/organization being charged with cleaning fees, or being prohibited from any further use of Sagamore Hills Township facilities.

Signature

Date

Sagamore Hills Township Park Gazebo

In addition to the attached rules and regulations, the undersigned also agrees to:

- ✓ Deposit **ALL** garbage in the proper receptacles.
- ✓ Take any unused items with you when you leave.
- ✓ Ensure that all picnic benches are wiped clean for the next use.
- ✓ Clean up any spills or items on the floor to ensure that they don't attract insects.
- ✓ Report any damage that may have occurred to the Township's property.

By signing below the applicant acknowledges responsibility to ensure that all of the above conditions are completed upon leaving the gazebo. Failure to do so may result in the person/organization being charged with cleaning fees, or being prohibited from any further use of Sagamore Hills Township facilities.

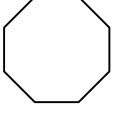
Printed Name

Date

Signature

VALLEY VIEW ROAD

TRASH DUMPSTER



GAZEBO

SHT PARK
BUILDING



PAVILION "A"

SHT ROADS
BUILDING

ROSEMARY SNELL
PAVILION

