

**CONTINUATION OF RULES & REGULATIONS**  
**FOR PARK SHELTER USAGE**

**NOTE:** Your reservation is for the SHELTER & ONLY the number of tables at each individual shelter as listed on your facility reservation contract. Included as part of your reservation is the use of one pedestal barbeque grill immediately adjacent to the shelter reserved. Additional tables are available for an additional fee & must be reserved & paid for at least 7 (seven) days prior to the date of your function.

Please keep the shelter & parks clean (ie: removing signs, decorations, picking up trash) Remember, these are your parks. Excessive cleanup as a result of your function may result in cost being billed to you.

Beer (5%) is allowed in the parks in designated areas and/or concession stand areas. Kegs are only allowed at Kiwanis Park & at the Bales Shelter in DuSable Park. Please observe the law which prohibits other alcoholic beverages from being consumed in parks, drinking on parking lots/roadways & underage drinking.

Small grills alongside shelters & in surrounding areas are available for usage at no extra cost. Use of one pedestal grill immediately adjacent to the shelter is included in your reservation. Larger grills are available but must be reserved & paid for a minimum of 7 (seven) days in advance of your function. Fee is in addition to your shelter reservation fee(s).

Shelter usage for individuals, companies or organizations located outside of the city limits are non-resident rate.

**REFUND POLICY – SHELTERS, GRILLS & EXTRA TABLES**

Cancellation of reservation with 30 days or less prior to the date of function – **NO REFUND.**

Cancellation of reservation with 31 days or more prior to function; Refund subject to an administrative fee of \$10. NO REFUND on transfer fees.

**PLEASE REMEMBER THESE ARE OUTDOOR FACILITIES AND THAT REFUNDS ARE NOT GIVEN FOR INCLEMENT WEATHER.**

It is unlawful to operate or play any musical instrument, radio or mechanical sound amplifying equipment loud enough that it disturbs other park occupants or persons living near any park & other sound & music restrictions apply to specific parks in certain areas of the city!

**PERMIT**

A SEPARATE PERMIT IS REQUIRED FOR PONY RIDES, PETTING ZOOS OR ANY TYPE OF INFLATABLE/AMUSEMENT, ETC. If you are thinking of providing any or all of these for your function – Contact our office immediately.

For rules & regulations regarding pony rides, petting zoos, or any other type of inflatable/amusement – CALL THE PARK OFFICE AT LEAST 3 (THREE) WEEKS PRIOR TO YOUR FUNCTION. No requests will be accepted if they are received less than 14 days from your event.

Parking is allowed on paved roads & designated parking lots/areas only. For off road loading & unloading, please contact the Park Office for a vehicle permit.

The above is intended to provide you with the most common ordinances, rules & regulations which may apply to your function. However, your rental is subject to enforcement of all city ordinances & parks rules & regulations. If you have any questions regarding items not listed please call our office.