



PAVILION RENTAL POLICIES AND DISCLAIMER

Requests for reservations will be accepted beginning January 2 of each year for residents and February 1 for non-residents. All requests must be made online at www.brooklynrec.com or via phone or email.

Fees shall be paid in the form of credit card, money order, or certified or personal check made payable to the Brooklyn Recreation Center. Cash payments will be accepted in person at the Recreation Center administrative offices, 7600 Memphis Avenue, Brooklyn, Ohio, 44144.

There is only a half hour between rentals, so please do not arrive early to set up.

After the function is over, a reasonable cleaning of the pavilion and the immediate grounds is required (i.e. depositing all litter into proper containers and decorations removed). An inspection will be conducted by City of Brooklyn personnel after use of the site. If the area is found to be damaged and/or unclean, you will be billed for any or all cost incurred by the City of Brooklyn and refundable deposit will not be returned. Per city ordinance, littering and leaving a picnic area unclean in the park is considered a Misdemeanor 3. This violation can carry a fee of up to \$500 and a maximum jail sentence of 60 days.

This application/request form is not a permit. Your permit will be in your BRC account or emailed to you, after the reservation has been approved. Your permit must be with you while you are using the pavilion. This permit is not transferable to another person or group.

The person whose name appears on the permit must be in attendance throughout the duration of the function, and is responsible for conduct and care of each member of his or her party. The representative named on the permit assumes personal liability for damage, destruction, or removal of park property and must be present for the duration of the function. The issued permit is not transferable to another individual or group.

All deliveries of food, beverage, etc. must be made during the hours of operation on the day of the permit. All materials must be removed from the shelter at the conclusion of the function.

Fire is permitted in the stationary grills provided at the park and only for culinary purposes. No portable grills, griddles, stoves etc. may be used inside or near the pavilion.

Food trucks are permitted, but they must apply for a food truck license per Chapter 761 of Brooklyn Codified Ordinances, through the City police department.

The use of or possession of alcoholic beverages, illegal drugs, cigarettes, e-cigarettes or vapes shall be strictly prohibited at the pavilion and on park property, per Section 521.101 of the Codified Ordinances.



The park or pavilion will not be used in any way for commercial purposes. No individual or group may sell any article, thing, privilege, or service in connection with the use of this permit, before, during or after its use. Gambling, raffles, or other games of chance are prohibited.

Decorations shall not be fastened to the pavilion posts, roof rafters, or any other sign or post on the park grounds with metal fasteners (nails, screws, staples, tacks etc.). Tape is allowed, and must be removed at the conclusion of the function. Covering of any city sign is prohibited. No sidewalk chalk or paint is allowed in or around the pavilion or on park property.

Music is permitted at an acceptable volume, but city personnel have the right to deem the music too loud, or inappropriate due to the content of the music.

Rental tents and inflatable carnival-style rides or toys are prohibited on park grounds.

No dogs are permitted in the pavilion or playground area.

If you wish to reserve the basketball courts at sport court, please notify us at the time of reservation. If you do not all general rules apply.

Disabled persons should notify the Recreation Department at the time of registration for lower park permit areas, and arrangements will be made with the Police Department to have a gate open so a vehicle can drop off disabled persons and/or supplies at the pavilion site. Simply stop by the Police Department dispatcher's office and the officer working the park detail will be notified to assist you. Cars must return to the upper parking area after drop-off period. At the time of drop-off, you must arrange a pick-up time with the officer.

The Recreation Department reserves the right to cancel a permit at any time due to inclement weather, hazardous conditions, or any special circumstances deemed necessary by the Recreation Commissioner. The permit will be rescheduled and the fee refunded, if applicable.

Playgrounds close at dusk.