

VILLAGE OF MERRIMAC MEMORIAL PARK SHELTER USE POLICY

THANK YOU FOR RESERVING THE PARK SHELTER IN THE VILLAGE OF MERRIMAC. WE APPRECIATE YOUR SUPPORT AND HOPE WE WILL HAVE ANOTHER OPPORTUNITY TO SERVE YOUR NEEDS IN THE NEAR FUTURE. HERE ARE SOME HELPFUL SUGGESTIONS AND GUIDELINES THAT SHOULD ANSWER QUESTIONS THAT YOU MIGHT HAVE ABOUT YOUR PICNIC AREA. FOR ADDITIONAL INFORMATION, PLEASE CALL 493-2122.

Shelter: Picnic area SHELTER MUST be reserved with the specific site in mind. An additional reservation must be made separately for athletic facilities.

RENTAL FEE: \$50.00 DEPOSIT IS REQUIRED TO RESERVE THE DATE. Deposit is refundable upon final inspection from Village personal.

FEE: RESIDENT- Rental Fee: Resident: \$40.00/ Non-resident \$80.00

Parking & Gate: Parking for the Village Park is limited to the parking lot located above the park. No one is allowed to park by the shelter. Anyone caught parking by the shelter will cause **forfeiture of the deposit** on the park given by the permit holder. The gate is used for loading and unloading things to the shelter ONLY and must be locked after doing so.

Electricity: The shelter offers a limited number of electrical outlets. Caution is advised when using electrical service, as they are all 20 amp circuits and can be easily overloaded.

Rest room facilities and parking lots are open to park patrons. **NOT EXCLUSIVE TO THE PERMIT HOLDER.** Parking is permitted in designated area only. **Vehicles cannot be parked in the picnic areas or on grass area.**

Closing hours for the Memorial Park is 10:00 p.m.

Picnic Table Usage: There are a limited number of picnic tables available in the park for all users. Large groups will need to provide their own additional seating. Please respect the rights of others to utilize the park facility.

Refunds: In case of cancellation, permit fee can be refunded **ONLY IF**, at least 30 days prior to picnic, written request and **ORIGINAL PERMIT** are received by the Village Hall office. A \$10.00 fee will be charged for administrative processing. The **ORIGINAL PERMIT**, a written request and \$10.00 fee is required to change reservation.

If you wish to reserve the athletic facility, please contact the Village Hall office. No park fields can be reserved with your picnic permit prior to April 1. The Village Hall will be able to inform you of the availability of the facility.

Radios are permitted in all picnic areas.

THE USE OF AMPLIFICATION EQUIPMENT IS NOT PERMITTED IN ANY PICNIC/SHELTER AREAS. The volume of radios, address systems, etc. must be kept at a

level so as to not unreasonably annoy or disturb the peace and quiet of other park users or surrounding residents.

Some grills are supplied by the Village of Merrimac in picnic areas. Caution should be exercised in disposal of hot ashes.

DISORDERLY CONDUCT PROHIBITED

Tents: Are permitted only in certain areas when a picnic group has reserved a shelter through the Village Hall. Tents are to be placed adjacent to the shelter. Tents may not be placed on the asphalt. Tents may only be set up on the day of the picnic and must be removed on the same day. Charges will be assessed for damages incurred during the setup or removal of tents.

For the enjoyment of all park patrons, **NO DOGS ARE ALLOWED IN THE PARK.**

To help us provide improved services to others, please leave picnic area clean. Any cost for damages or excessive cleanup will be deducted from the security deposit.

Your comments are appreciated and will be of great assistance to us in evaluating our services.

No shelter can be reserved before January 1 of that year.

All uses must be open to the public, free of charge. Participants may not pass a collection plate, or solicit from the audience.

The Village of Merrimac is not responsible for any injury or accident, which may occur during the usage.

VILLAGE OF MERRIMAC VILLAGE HALL USE POLICY

THANK YOU FOR RESERVING THE VILLAGE HALL IN THE VILLAGE OF MERRIMAC. WE APPRECIATE YOUR SUPPORT AND HOPE WE WILL HAVE ANOTHER OPPORTUNITY TO SERVE YOUR NEEDS IN THE NEAR FUTURE. HERE ARE SOME HELPFUL SUGGESTIONS AND GUIDELINES THAT SHOULD ANSWER QUESTIONS THAT YOU MIGHT HAVE ABOUT THE VILLAGE HALL. FOR ADDITIONAL INFORMATION, PLEASE CALL 493-2122.

RENTAL FEE: \$50.00 DEPOSIT IS REQUIRED TO RESERVE THE DATE. Deposit is refundable upon final cleaning inspection from Village personnel.

FEE: RESIDENT- Rental Fee: Resident: \$40.00/ Non-resident \$80.00

Refunds: In case of cancellation, permit fee can be refunded **ONLY IF**, at least 30 days prior to the date, written request and **ORIGINAL PERMIT** are received by the Village Hall office. A \$10.00 fee will be charged for administrative processing. The **ORIGINAL PERMIT**, a written request and \$10.00 fee is required to change reservation.

DAMAGES: Renter shall assume all responsibility for any damages to building and contents. Damages will be assessed and charged to the renter.

INJURY OR ACCIDENTS: The Village of Merrimac is not responsible for any injury or accident, which may occur during usage.

BEER AND LIQUOR: Beer and liquor may be served by private parties but NOT SOLD. The Renter shall comply with Wisconsin State Statutes prohibiting the consumption of alcoholic beverages to minors.

SERVING: Beer and liquor shall be confined to one area for distribution and shall have one or more person in charge.

SECURITY: any certified law-enforcement officer, may at his/her discretion, with probable cause, terminate the event.

Closing Hour: Closing hour of the hall shall be 12:00 a.m. All music must be finished by 12:00 a.m.

DECORATIONS: The renter shall remove Decorations. **DECORATIONS INCLUDE ALL TAPE, STAPLES, NAILS AND TACKS ARE PROHIBITED.** There will be no taping to walls or ceiling.

KEY: The renter shall assume full responsibility for the security of the key. The key shall be returned to the Village Clerk no later than three days following the rental. For your convenience, there is a drop off box located inside the Village Doors for the return of the key.