

# PAVILION RENTAL INSTRUCTIONS

City of Green Parks & Recreation Division  
P.O. Box 278, Green, OH 44232-0278 (330) 896-6621

**DATE REQUESTED:** \_\_\_\_\_ **TIME REQUESTED:** \_\_\_\_\_  
(Include the total time you will be in the building, including set-up and clean-up time)

Keep this sheet as a reminder of the date and time you have reserved.

**Check one:**

- |  |                   |                            |                     |
|--|-------------------|----------------------------|---------------------|
| <input type="checkbox"/> Boettler Park Pavilion      | Boettler Park     | 5300 Massillon Rd.         | N. Canton, OH 44720 |
| <input type="checkbox"/> Freda Hunter Bates Pavilion | Boettler Park     | 5300 Massillon Rd.         | N. Canton, OH 44720 |
| <input type="checkbox"/> East Liberty Park Pavilion  | East Liberty Park | 471 E. Turkeyfoot Lake Rd. | Akron, OH 44319     |
| <input type="checkbox"/> Greensburg Park Pavilion    | Greensburg Park   | 4899 Massillon Rd.         | N. Canton, OH 44720 |
| <input type="checkbox"/> Community Center Pavilion   | John Torok C. C.  | 4224 Massillon Rd.         | N. Canton, OH 44720 |

**To reserve a pavilion:**

- Call the City of Green Parks & Recreation Division at 330-896-6621 to check availability.
- Complete the attached application. Be sure to:
  - ✓ Include the total time you will be in the pavilion, including set-up and clean-up time.
- Include two checks:
  - ✓ One check for the refundable deposit (\$50.00 for residents of Green); due at time of reservation.
  - ✓ One check for the total fees due, if applicable (see rental rates below); due no later than 30 days prior to rental date.
  - ✓ Make checks payable to City of Green.
- Mail your application and payments to the above **post office box address**.
- The deposit check will be held until after your event and returned to you by mail if there are no problems.

## RENTAL RATES

Residents of Green	Non-Residents, Commercial, or For-Profit Groups	Non-Profit Tax Exempt Organizations
<ul style="list-style-type: none"> <li>➤ \$50.00 refundable deposit</li> <li>➤ \$10.00 fee to add name to electronic sign (optional)</li> </ul>	<ul style="list-style-type: none"> <li>➤ \$50.00 refundable deposit, plus:</li> <li>➤ \$25.00 per hour</li> <li>➤ \$10.00 fee to add name to electronic sign (optional)</li> </ul>	<ul style="list-style-type: none"> <li>➤ \$50.00 refundable deposit</li> <li>➤ No hourly charge</li> <li>➤ Must provide federal tax exempt number</li> <li>➤ \$10.00 fee to add name to electronic sign (optional)</li> </ul>

**Instructions:**

- You cannot enter the picnic area prior to your scheduled time.
- Place all trash in the proper containers.
- Pets, fireworks, alcoholic beverages, drugs, raffles and games of chance are prohibited in the City of Green Parks (dogs are allowed in Southgate Park only).
- Children must be supervised ***at all times*** by responsible adults.
- You must comply with the above rules; otherwise, your deposit will not be returned.
- Grills are for use by pavilion users only during the period of rental above.

**\*The \$50.00 deposit fee will be non-refundable if damage is done to the Park(s).**

If you have any questions or problems during your event, call the Parks & Recreation Division at 330-896-6621, 8:00-4:00 Monday-Friday. If you have a problem or emergency after hours, please contact Green Fire Dispatch at 330-896-6610.

# PAVILION RENTAL APPLICATION

City of Green Parks & Recreation Division

P. O. Box 278

Green, Ohio 44232-0278

(330) 896-6621

**Check one:**

- |  |                   |  |
|--|-------------------|--|
| <input type="checkbox"/> Boettler Park Pavilion      | Boettler Park     | 5300 Massillon Rd. N. Canton, OH 44720     |
| <input type="checkbox"/> Freda Hunter Bates Pavilion | Boettler Park     | 5300 Massillon Rd. N. Canton, OH 44720     |
| <input type="checkbox"/> East Liberty Park Pavilion  | East Liberty Park | 471 E. Turkeyfoot Lake Rd. Akron, OH 44319 |
| <input type="checkbox"/> Greensburg Park Pavilion    | Greensburg Park   | 4899 Massillon Rd. N. Canton, OH 44720     |
| <input type="checkbox"/> Community Center Pavilion   | John Torok C. C.  | 4224 Massillon Rd. N. Canton, OH 44720     |

---

Date to be reserved: \_\_\_\_\_ Attendance expected: \_\_\_\_\_

Hours of use – IN: \_\_\_\_\_ OUT: \_\_\_\_\_ Total Hours: \_\_\_\_\_

Please indicate the **total time** you will be in the pavilion; make checks payable to ***City of Green***.

Name of Individual or Organization Representative: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_

Resident of Green? Yes  No  Email address: \_\_\_\_\_

Description of Activity/Event: \_\_\_\_\_

Federal Tax Exempt Number: \_\_\_\_\_

Special Requests: \_\_\_\_\_

---

We, the undersigned, make application as indicated above and obligate ourselves to become personally responsible for the conduct of the gathering, and for proper care of the property of the pavilion. We further agree that any expenses for the repairing or replacing property damaged or destroyed shall be determined, as far as possible, before leaving the building, and settlement made for the same property immediately.

The undersigned agrees that it shall hold harmless the City of Green, the City of Green Council, Mayor, Clerk, and employees from any and all demands, claims, suits, actions and legal proceedings brought against, if from the rental of the park.

The City of Green Parks and Recreation Division reserves the right to cancel the reservation upon notice to the applicant; reserves the right to require a cash deposit to cover potential damages; and reserves the right to request police protection at any or all events.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

---

**To be completed by the Parks & Recreation Division:**

DEPOSIT \$ \_\_\_\_\_ FEE \$ \_\_\_\_\_ DATE RECEIVED \_\_\_\_\_