



# Park Wedding Reservation

Cedar Creek • Lincoln • Sylvania



## Base wedding charge: \$150.00\*

- \* includes rental of the enclosed shelter house for the day
- \* bench seating for 100 guests
- \* additional bench seating charge: \$1.00 per person

### Cedar Creek Park: 3500 Cedar Park Road

- 12 tables and 90 chairs\*
- Stove, refrigerator, microwave and sink
- Serving counter
- Electricity, heat and air conditioning
- Restrooms available in shelter house
- Shelter house is handicap accessible
- \* seating for 34 people in the small room/56 people in the large room

### Lincoln Park: 1325 North North Avenue

\*Weddings take place by the white trellised arbor. Bench seating is set-up for guests to the east so an aisle will be provided for the wedding party.

- 10 tables and 61 chairs
- Stove, refrigerator, sink and wide wooden serving table
- Electricity
- Restrooms available across the street from the shelter house
- Shelter house is **not** handicap accessible

### Sylvania Park: Beach Street

\*includes use of the band shell P.A. system

- 7 tables, 55 chairs and 6 long wooden benches
- Stove, refrigerator and sink
- Electricity
- Restrooms available north of the shelter house
- Shelter house is handicap accessible

## Regulations

- Rental hours are from 9:00 am - 11:00 pm
- Please secure the shelter house when you leave. Return the key to City Hall the business day following your rental.
- Beer kegs are not permitted in the park without a "Keg Permit" which can be obtained at City Hall

Set up and clean up must be completed by 11:00 pm of the reservation date. Any clean up required by City Park staff will be charged to the renter at \$50.00 per hour. Any physical damage charges will be the responsibility of the renter.

The total wedding charge must be paid to reserve the park for the requested date. No refunds will be issued for inclement weather. Should you need to cancel your event, cancellations must take place 2 months prior of the requested reservation date in order to receive a full refund. If the event is cancelled within 2 months of the requested date, all but \$50.00 will be refunded.

**City of Fairmont: 238-9461**

**After hours City of Fairmont Contact: 235-6789**

**Emergency Contact: 911 or 238-4481**

Date Requested: \_\_\_\_\_ Shelter House:  Cedar Creek  Lincoln  Sylvania

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

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

Additional Equipment or Services Desired: \_\_\_\_\_

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

Key #: \_\_\_\_\_ Key Out: \_\_\_\_\_ Key In: \_\_\_\_\_

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