



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

- 11 8' tables and 90 chairs*
Stove, refrigerator, microwave and sink
12' serving counter
Electricity, heat and air conditioning
Restrooms available in shelter house
Shelter house is handicap accessible
Shelter house available for rental year-round
* 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 6' tables and 61 chairs
Stove, refrigerator, sink and wide wooden serving table
Electricity, but no heat
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 1 round table
Stove, refrigerator, microwave and sink
Electricity, heat and air conditioning
Restrooms available north of the shelter house
Shelter house is handicap accessible

Regulations

- Please pick-up the shelter house key 1 business day prior to your event.
Please secure the shelter house when you leave. Return the key to City Hall the business day following your rental to avoid late charges.
Beer kegs are not permitted in the park without a "Keg Permit" which can be obtained at City Hall.
Rental hours are from 9:00 am - 11:00 pm. Personal belongings must be removed and clean-up must be completed by 11:00 pm on 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:

Please affix a copy of all payment receipts to this form.