



Park Wedding Reservation

Cedar Creek • Lincoln • Sylvania



Minimum wedding charge: \$268.44*

- * includes rental of the enclosed shelter house for the day and bench seating for 100 guests
- * additional bench seating available for \$1.00 per person, plus sales tax
- * tax included with minimum wedding charge

Cedar Creek Park: 3500 Cedar Park Road

- Tables and chairs to seat approximately 90 people
- Stove, refrigerator, microwave and sink
- 12' serving counter
- Electricity, heat & air conditioning
- Restrooms available in shelter house
- Shelter house is handicap accessible
- Shelter house available for rental year-round

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.

- Tables and chairs to seat approximately 60 people
- Stove, refrigerator, sink and wide wooden serving table
- Electricity
- Restrooms located across from the shelter house
- Shelter house is **not** handicap accessible

Sylvania Park: Beach Street

*includes use of the band shell P.A. system, if requested

- Tables and chairs to seat approximately 55 people
- Stove, refrigerator, microwave and sink
- Electricity, heat and air conditioning
- Restrooms available north of the shelter house
- Shelter house is handicap accessible

Regulations

- The total wedding charge must be paid at the time of making your reservation.
- Pick-up the shelter house key 1 business day prior to your event. **Failure to pick-up the key during City Hall business hours of 8:00 am -4:30 pm will result in a loss of use. No refund will be issued for failure to pick-up the key/loss of use.**
- 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.
- Refunds will not be issued for inclement weather. 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.
- The wedding reservation does not guarantee exclusive use of any other park areas.

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. **Staff time for cleaning and/or repairing the facility will be charged at \$50.00 per hour plus the actual cost of materials to repair any damages.**

City of Fairmont: 238-9461
After hours City of Fairmont Contact: 235-6789
Emergency Contact: 238-4481 or 911

Date Requested: _____ Shelter House: Cedar Creek Lincoln Sylvania

Contact Person: _____

Address: _____ City/State/Zip: _____

Home Phone: _____ Cell Phone: _____

Additional Equipment or Services Desired: _____

Key #: _____ Key Out: _____ Key In: _____

Signature: _____ Date: _____

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