

# Park Rental Application

25 Crescent Road, Greenbelt, MD 20770  
Phone: 301-397-2200 Fax: 301-397-2203



Name: \_\_\_\_\_ Date Of Application: \_\_\_\_\_

Type of Event/Organization: \_\_\_\_\_

Address: \_\_\_\_\_ City/St/Zip: \_\_\_\_\_

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

E-mail address: \_\_\_\_\_

I agree to be responsible for any damage to the building, grounds or equipment. All trash must be placed in the receptacles provided. **ALL ALCOHOLIC BEVERAGES ARE PROHIBITED – Fines are at least \$100. NO REFUNDS unless cancellation is due to rain.** Permits must be received at least 5 business days prior to your event. Applicant agrees to indemnify and hold harmless the City from and against all actions, liability, claims, suits, damages, cost or expenses of any kind which may be brought or made against the City or which the City must pay and incur by reason of or in any manner resulting from injury, loss or damage to persons or property resulting from his/her negligent performance of or failure to perform any of his/her obligations under the terms of this application/permit. **A \$100 SECURITY DEPOSIT IS REQUIRED.**

## ***PARK PERMITS ISSUED TO CITY OF GREENBELT RESIDENTS ONLY***

	<u>Resident Rate</u>	<u>Resident Business Rate</u>
<b><u>Buddy Attick Park</u></b> <b>555 Crescent Road</b>		
_____ Group Picnic Area (max. capacity 75)	\$125.00/6 hour time slot \$25.00/each additional hour	\$175.00/6 hour time slot \$25.00/each additional hour
_____ Lake Path		
<b><u>Schrom Hills Park</u></b> <b>6915 Hanover Parkway</b>		
_____ Picnic Pavilion (max. capacity 75)	\$125.00/6 hour time slot \$25.00/each additional hour	\$175.00/6 hour time slot \$25.00/each additional hour
_____ Community Center (max. capacity 20)	\$30.00 per hour	\$40.00 per hour
_____ Park Path		
<b><u>73 Court Ridge</u></b> <b>73 Court Ridge</b>		
_____ Group Picnic Area (max capacity 40)	\$ 40.00/6 hour time slot	\$ 60.00/6 hour time slot

Date of Rental: \_\_\_\_\_ Estimated Attendance: \_\_\_\_\_

Time of Rental: \_\_\_\_\_ to \_\_\_\_\_ (includes set-up and break down)

Thank you for choosing the Greenbelt Recreation Department for your rental. The dates and times you have requested will be reserved only after this application is approved and appropriate fees have been paid in full. **A VALID CREDIT CARD MUST BE PROVIDED IN THE PERMIT HOLDER'S NAME AND WILL BE CHARGED A \$100 SECURITY DEPOSIT.** If facility rules and policies are violated or damage to the facility occurs during the rental time, additional fees may be charged.

**CREDIT CARD INFO:** Card Type: \_\_\_\_\_ Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ CVV: \_\_\_\_\_

**By signing this form you agree to accept responsibility for all guests to abide by all procedures and rules outlined in the "RULES AND REGULATIONS" and understand all penalties associated with not abiding by these policies. A COPY OF YOUR LICENSE IS REQUIRED.**

**Applicants Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**PLEASE REVIEW THE PARK RULES ON THE BACKSIDE OF THIS DOCUMENT AND SIGN AT THE BOTTOM ONCE YOU HAVE REVIEWED AND FULLY UNDERSTAND ALL THE RULES AND REGULATIONS**

# RULES AND REGULATIONS

## For use of Greenbelt Parks and Outdoor Recreation Areas



### **Permits are required for the following purposes and are limited to GREENBELT RESIDENTS ONLY:**

1. Use of picnic areas for **fifteen (15)** or more persons.
2. Private boating on Greenbelt Lake requires a permit. Contact the Greenbelt Police Department at 301-474-7200 for permits and information.
3. Any special event held on City Park Property.

### **Application Process**

1. Applications must be on a form provided by Greenbelt Recreation. No reservations will be made by telephone. Reservations are taken in person at the Youth Center Business Office, Monday-Friday 9am – 4:30pm. Renter must be 18 years of age or older.
2. Applications are accepted beginning January 1<sup>st</sup> for the calendar year on a first-come, first serve basis.
3. The individual/organization listed on the application is responsible for paying in full and the liability of the event itself. Only the individual listed on the application is authorized to make changes to the reservation. Insurance may be required for special uses.
4. No reservations will be made on national holidays.

### **The following activities are prohibited within any of the City of Greenbelt parks or outdoor recreation areas:**

1. To consume or carry any alcoholic beverages.
2. To play loud and/or amplified music or use of a D.J.
3. To park or drive vehicles in other than designated public parking areas, including Hanover Parkway.
4. To throw or leave rubbish anywhere except in the receptacles provided for this purpose.
5. To set up tents, moon bounces, amusement activities, generators, area lighting, or other structures.
6. Pets shall be on a leash at all times not greater than five (5) feet in length. Pet feces must be picked up and disposed of in trash receptacle.
7. To make or kindle an open fire of any kind for any purpose (except in fixtures provided for grilling). Fires must be completely extinguished upon departure. Personal or portable grills are not permitted.
8. To operate remote control cars, boats and planes are prohibited.
9. To carry or discharge firearms including air rifles, air pistols, BB guns, sling shots or fireworks of any description.
10. To ride or walk horses. No pony rides permitted.
11. To indulge in boisterous, threatening or indecent conduct or language.
12. To play games involving thrown or otherwise propelled objects in area not set apart for such forms of recreation.
13. To cut, break into, injure, deface or disturb any plant, rock, building, bench, sign or other structure, apparatus or property or to climb any tree or walk, stand or sit on monuments or any other property not designated for such purposes.
14. To hunt, trap, injure, destroy or interfere in any way with wildlife. Fishing is permitted in conformity with Maryland State Law.
15. To repair or wash vehicles.
16. To ride a bicycle anywhere that is not designated for that purpose.
17. To distribute any circulars, post or advertise matters of any kind.
18. To solicit contributions without written permission from the City.
19. To engage in "for profit" fee based activities, sell or offer for sale, any items whatsoever without a permit issued by the City of Greenbelt.
20. To swim, wade or bathe in any outdoor bodies of water.
21. To smoke within 25 feet of facilities, playgrounds, group picnic areas or active play spaces.

**THE CITY OF GREENBELT CANNOT BE HELD LIABLE IN CASE OF ACCIDENT, INJURY OR INCIDENT.**

**NO REFUNDS UNLESS CANCELLATION IS DUE TO RAIN.**

**By SIGNING this form you agree to accept responsibility to abide by all procedures and rules outlined in the "RULES AND REGULATIONS" and understand all penalties associated with not abiding by these policies. A copy of your driver's license is REQUIRED.**

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PRINT NAME:** \_\_\_\_\_