



**J.F. GREGORY PARK PAVILION**

**521 Cedar Street, Richmond Hill, Georgia**

Hours of Operation: 8:00 am until 10:00 pm

**Your Paid reservation means you have agreed to the following conditions for use of this facility:**

1. Reservations for the Park and Pavilion must be made in advance at City Hall, Monday-Friday 8:00 a.m. to 5:00 p.m.
2. Cleaning deposits are refundable. Rental fees are nonrefundable.
3. All trash must be picked up and the rented area of the Pavilion must be left in the condition it was in at the time of rental. **Failure to properly clean the facility will result in loss of cleaning deposit.**
4. Any damage to the Pavilion must be reported to park staff. **Damage to the Pavilion is the sole responsibility of the renter and will result in loss of cleaning deposit.**
5. Water and electricity are available.
6. Restrooms access is available.
7. Fishing is allowed with a fishing permit.
8. No swimming or boating is allowed.
9. Access to walking trails is available. Bicycles are allowed, but cyclists must yield to pedestrians.
10. Dogs must be kept on a leash and poop must be scooped.
11. No motorized vehicles permitted off-road in the park. Absolutely no vehicles are allowed on any bridges, trails or berms.
12. **No fireworks of any kind are permitted on park grounds** except for city authorized professional displays.
13. The City assumes no liability for the use of the Pavilion or any other facilities located in J.F. Gregory Park.
14. The City is not responsible for lost/left behind items. For Lost & Found call 659-9831 during park hours.
15. The City reserves the right to cancel any reservation.

**Summary of Rental Costs**

<u>Type of Reservation</u>	<u>Resident Rental Fee</u>	<u>Non-Resident Rental Fee</u>	<u>Cleaning Deposit</u>
<b>3 Booths</b>	\$50 /day	\$50 /day	N/A
+ <b>Additional Booths</b>	+ \$15 /day per booth	+ \$15 /day per booth	N/A
<b>Half Pavilion</b>	\$150 /day	\$200 /day	\$300
<b>Entire Pavilion</b>	\$250 /day	\$300 /day	\$300

**Pavilion Map**

RESTROOMS

PLAYGROUND

1	2	3	4	5	6	7	8	9	10	11	12
24	23	22	21	20	19	18	17	16	15	14	13

LAGOON

.....  
NAME AND ORGANIZATION

.....  
ADDRESS CITY/STATE/ZIP

.....  
PHONE NUMBER

.....  
DESCRIPTION OF EVENT

.....  
**DATE FOR RESERVATION (THE CITY RESERVES THE RIGHT TO CANCEL ANY RESERVATION)**

.....  
SIGNATURE DATE BOOKED

**AUTHORIZED FOR REFUND OF DEPOSIT \$ \_\_\_\_\_**

**Deposit Received Date**



Application Date: \_\_\_\_\_  
Approval Date: \_\_\_\_\_

**APPLICATION FOR CITY COUNCIL APPROVAL TO SERVE ALCOHOLIC  
BEVERAGES AT A SINGLE PRIVATE EVENT**

NAME/ORGANIZATION \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE NUMBERS \_\_\_\_\_

DATE/TIME OF EVENT \_\_\_\_\_

LOCATION OF EVENT \_\_\_\_\_

DESCRIPTION OF EVENT \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

NATURE/QUANTITY OF ALCOHOLIC BEVERAGES TO BE SERVED: **BEER AND WINE ONLY**

NUMBER OF ATTENDEES ANTICIPATED \_\_\_\_\_

SECURITY ARRANGEMENTS \_\_\_\_\_

\_\_\_\_\_  
PARKING ARRANGEMENTS \_\_\_\_\_

\_\_\_\_\_  
Signature of applicant

\_\_\_\_\_  
Date signed by applicant

**For Office Use Only:**

Received? Date: \_\_\_\_\_

Sent to City Council? Date: \_\_\_\_\_

Conditions for Approval, if any: \_\_\_\_\_

\_\_\_\_\_  
RHPD Notified? Date: \_\_\_\_\_