

# Independence Lake County Park – Pavilion Rental Application

3200 Jennings Rd. • Whitmore Lake, MI 48189 • Phone: (734) 449-4437 x0 • Fax: (734) 449-8507



ALL SECTIONS MUST BE COMPLETED

<b>Section 1 Event Info</b>	<b>Day and Date of Event:</b>	<b>Estimated Number in Group:</b>	<b>Estimated Time of Arrival:</b>	
<b>Section 2 Pavilion Selection</b>	<b>Pavilion</b>	<b>Capacity</b>	<b>Please circle your pavilion choice:</b>	
			<b>Weekday</b>	<b>Weekend/Holiday</b>
	Beach Center	120	\$120	\$150
	Meadow's Edge	90	\$80	\$100
	Independence Woods	90	\$80	\$100
	Meeting Room	35-40	\$100	\$100
	Maple (BHB)	30	\$30	\$40
	Willow (BHB)	30	\$30	\$40
	Maple/Willow (BHB)	60	\$50	\$80
	Oak (BHB)	60	\$40	\$70
	Hickory (BHB)	60	\$40	\$70
Oak/Hickory(BHB)	120	\$80	\$100	
BHB Picnic Area	20	\$20*	\$25*	
<b>Section 3 Patron Information</b>	Group Name _____ Contact Person _____ Address _____ City _____ State _____ Zip _____ Home Phone (     ) _____ Work/Cell Phone (     ) _____ Email Address _____ (will email confirmation receipt)			

\*\$10 discount of BHB Picnic Area when rented with another pavilion

As a renter, please know the following:

<b>Vehicle Admission</b>	A vehicle admission permit is required for all vehicles entering the park. The pavilion rental fee does not include vehicle admission permits for you or your guests. Pavilion rental does not guarantee admission to all guests of your party if parking areas are filled to capacity. See vehicle admission fees table:	<b>Vehicle Admission Fees</b>			
		Resident	Non-resident		
		Vehicle	\$6	\$10	
		Seniors	\$3	\$6	
		Bus	\$30	\$30	
<b>Alcohol Permit</b>	An application for Alcohol Permit (beer and wine only) is available upon request and must be completed no less than 72 hours prior to your rental date. Alcohol Permits are available to print from our website, or please contact the office at the phone number listed above to be sent a permit. Alcohol Permit is free to get.				
<b>Guest Pay</b>	A Guest Payment Application is available for those who wish to pay their guest's vehicle admission and/or Sprat Park fees. The application is available upon request and must be completed no less than 2 weeks prior to your rental date. Please contact the office at the phone number listed above to be sent an application.				
<b>Refund Policy</b>	Any request for refund of the rental fee must be made in writing, and will be issued only when another group has rented the pavilion for the same time. A \$10 processing fee is charged for all refunds.				
<b>Park Rules</b>	Participants must obey all Pavilion and Park Rules as stated on the back. Note: Load/Unload Policy				

<b>Section 4 Waiver</b>	In consideration of accepting my application, I, on behalf of myself and my group or organization using the pavilion, agree to release Washtenaw County and the Washtenaw County Parks and Recreation Commission, as well as their employees, agents and representatives from any and all responsibility for injuries or property damage whatsoever arising from participation in the above activities. I have read and agree to the terms stated above as well as the Pavilion and Park rules of this contract.  Signature _____ Date _____
<b>Section 5 Payment</b>	The full rental fee must accompany this application. A confirmation receipt will be emailed to you. Payment Options: <input type="checkbox"/> <b>Cash in person</b> <i>Checks are not accepted.</i> <input type="checkbox"/> <b>Credit Card (Visa/MasterCard/Discover)</b>  Card Number _____ Exp date _____ / _____ Signature _____

**Office Use Only**

Cash/CC Approval #		Staff Initials		BHB Guest Pay	Y	N	Alcohol Permit
Date Received		Entered in RecTrac	Y	Vehicle Guest Pay	Y	N	

## **Pavilion and Park Rules:**

1. All pavilions may be reserved in advance for a fee. If not reserved, pavilions are available on a first come, first serve basis.
2. **All pavilions must be vacated 1 hour prior to the park closing.** The park closes at 9pm or at dusk, whichever comes first.
3. During emergency weather conditions, the pavilions may be used as shelter for other patrons of the park.
4. If Independence Lake County Park or Blue Heron Bay is closed, the group has the choice of rescheduling or a full refund.
5. Reservations will not be rescheduled, cancelled, or refunded due to inclement weather.
6. At the time of rental for the Meeting Room, you will be charged a \$50 cleaning deposit. This deposit will be refunded the week following the rental if the renter meets cleaning criteria provided upon arrival.
7. Alcoholic beverages are prohibited on park property, except by special permit. The permit must be applied for prior to the rental date and must have the park manager's approval. Alcoholic beverages must remain inside the pavilion. Failure to follow this rule will result in suspension of the alcohol permit and necessitate the removal of all alcohol from the pavilion area.
8. a) Driving to the pavilions or Meeting Room to load or unload is allowed (with the exception of BHB pavilions) within reason (limit two vehicles) with prior permission of the park manager  
b) Access to pavilions/Meeting Room is allowed **ONLY before 12:00p.m. (noon) and after 5:00p.m**  
c) Access gates will be locked between noon and 5:00 p.m.  
d) Speed limit on Access Path is **5 mph.**
9. The park closes at 9 p.m. or at dusk, whichever comes first, and opens at 8:00 a.m.
10. **Dogs are not allowed in the Meeting Room (Indoor), or in the water, including the surrounding beach area, or in Blue Heron Bay.**
11. A temporary 10' X 10' canopy is allowed. See Park Manager for complete rules. Camping and enclosed tents are prohibited.
12. Bicycles are not allowed on the nature trails.
13. Fires are allowed only within receptacles approved and designated for such purposes.
14. Any form of gambling, lottery or game of chance on park property is prohibited.
15. The speed limit in the park is 20 miles per hour. Motor driven vehicles are allowed only on roads and in parking areas.
16. It shall be unlawful for the operator of a vehicle to stop, stand, or park such vehicle upon any roadway or in a parking area in such manner as to form an obstruction to traffic thereon.
17. No person shall fire, discharge or have in their possession any rocket, firecracker, torpedo, squib, other fireworks or any substance of an explosive nature on park property.
18. The use of a loudspeaker, public address system or amplifier on park property without written permission from the park manager is prohibited.
19. It shall be unlawful for any person to engage in any violent, abusive, loud, boisterous, vulgar, lewd, wanton, obscene or otherwise disorderly conduct tending to create a breach of the peace, or to disturb or annoy staff or other patrons, while in or on any property administered by or under the jurisdiction of the Commission.
20. No person shall at any time bring into or upon the properties of the Commission, nor have in their possession, nor discharge, or set off anywhere upon said properties, a revolver, pistol, shotgun, rifle, air rifle, air gun, or any gun, firearm, or bow or other weapon that discharges projectiles either by air, explosive substance or any other force. Provided, however, that this section shall not apply to any deputy sheriff, police officer, peace officer, or other duly appointed enforcement officer while carrying out the duties and responsibilities of their position.
21. No person shall upon park property: a) cut, pick, gather, uproot, remove, or destroy any tree, branch, sapling, bush, shrub, foliage, flower, plant, or grass, whether alive or dead, or chip, blaze, box, girdle, trim, or otherwise deface or injure any tree or shrub; b) remove or cause to be removed any sod, earth, humus, peat, boulders, gravel, or sand without written permission of the Commission.
22. Nothing in these rules shall: a) Prohibit or hinder duly authorized agents of the Commission or the Sheriff's Department from performing their official duties, b) Prohibit the Commission, director, or park manager from establishing emergency rules required to protect the health, welfare and safety of park visitors and to protect park property, and to maintain order.