

# 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</b> Event Info	<b>Day and Date of Event:</b>	<b>Estimated # in Group:</b>	<b>Estimated Time of Arrival:</b> Host _____ Set Up: _____ Guests: _____
<b>Section 2</b> Pavilion Selection Beach Center Blue Heron Bay Splash Pad	<b>Pavilion</b> Please circle your pavilion choice:	<b>Capacity:</b> Based on 8 to a picnic table	<b>Rental Fee</b>
	Beach Center	120	\$150
	Meadow's Edge	90	\$100
	Independence Woods	90	\$100
	Meeting Room	35-40	\$100
	Maple (BHB- Spray Park)	30	\$70
	Willow (BHB- Spray Park)	30	\$70
	Maple/Willow (BHB- Spray Park)	60	\$120
	Oak (BHB- Spray Park)	60	\$100
	Hickory (BHB- Spray Park)	60	\$100
	Oak/Hickory (BHB- Spray Park)	120	\$180
	Gamble Group Center	200	\$250
	BHB Picnic Area (\$10 discount when rented w/ another pavilion)	20	\$50
<b>Section 3</b> Patron Information	Group Name _____ Contact Person _____ Address _____ City _____ State ____ Zip _____ Home Phone (    ) _____ Work/Cell Phone (    ) _____ Email Address _____ (will email confirmation receipt)		
<b>Section 4</b> Alcohol Permit	As the lessee of a Beach Center pavilions/facility from the Washtenaw County Parks and Recreation Commission, I hereby request an alcohol permit for said pavilion/facility. Blue Heron Bay does not Permit alcohol. <p style="text-align: center;"><input type="checkbox"/> YES                      <input type="checkbox"/> NO</p> I understand that: 1) The permit is for beer, wine and/or seltzer only. 2) No person under 21 years of age may possess or consume alcohol. 3) Alcoholic beverages are not permitted outside of the pavilion/facility. 4) Anyone taking alcoholic beverages outside of the pavilion/facility will be removed from the park and ticketed.  I understand that it is my responsibility to inform the members of the group about these restrictions and will inform them. I further understand that the park management has the right to cancel this permit at any time he/she deems it necessary in the best interest of park operations.  It is further understood that the Washtenaw County Parks and Recreation Commission does not assume any liability for actions resulting from persons consuming alcohol in this pavilion/facility.  Contact Signature: _____		
<b>Section 5</b> Waiver	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 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 _____		

Section 6  
Guest Payment

I wish to make payment for my guest's vehicle entry fee and/or Blue Heron Bay admissions at the regular admission rates. **This is not a discount.** I wish to pay for (check one or both):

I do not wish to have guest pay       Vehicle Entry       Blue Heron Bay Admission

Time to stop pass collection: \_\_\_\_\_ Time payment made: \_\_\_\_\_

Policy:

1. Guest payment is an option for patrons who have rented a pavilion.
2. A sample of your event specific pass must be received one (1) week in advance from event date.
3. A vehicle admission permit is required for every vehicle entering the park.
4. The pavilion rental fee does not include vehicle admission permits for you or your guests.
5. Pavilion rental does not guarantee admission to all guests of your party if parking areas are filled.
6. You are billed the regular entry/admission rates based on your guest's residency/non-residency of Washtenaw County and regular/senior rate for only the passes that have been collected upon entry of the park.

Vehicle Admission Fees		
	Resident	Non-resident
Vehicle	\$6	\$10
Seniors	\$3	\$6
Bus	\$30	\$30

Process:

1. You create physical passes to give to your guests.
  - a. Passes must contain: The organization/group name, specific pavilion name, date of event, and identify for Vehicle or Blue Heron Bay.
  - b. Vehicle entry passes must be different from Blue Heron Bay admission passes (color, graphic etc.).
  - c. See attached sample passes to edit to make your own.
2. Provide a physical copy of the pass(es) for each vehicle that will enter the park and/or for each person who will enter Blue Heron Bay. All passes must be printed. **We will not accept digitally shown passes. We will not hand out passes to your guest.** You cannot leave us a stack of your passes.
3. Passes will be collected at the gatehouse for vehicle entry and/or the Spray Park admissions booth for Blue Heron Bay admission passes for your event.
4. The park accountant will stop the collection of your passes from your guests at the time you indicate, collect the passes, count the passes, and create a bill for you.
5. The park accountant will come to you for payment, giving you a copy of your bill and a receipt after the bill is paid.

I agree to pay the regular entry/admission rates for all the passes collected. I acknowledge payment must be made on the day of my event before I leave Independence Lake County Park. Payment must be by cash or credit.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Section 7  
Payment

The full rental fee must accompany this application. A confirmation receipt will be emailed to you. Payment Options:

Cash in person       Credit Card       Check

**Office Use Only**

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

## Pavilion and Park Rules:

1. Pavilion Rentals will not be rescheduled, cancelled, or refunded due to inclement weather.
2. If Independence Lake County Park or Blue Heron Bay is closed, the group has the choice of rescheduling or a full refund.
3. All pavilions may be reserved for a fee.
4. Alcoholic beverages are prohibited on park property, except by special permit. 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.
5. **TWO Vehicles at a time are allowed to drive up to the main park pavilions and Meeting Room to load or unload before 12:00p.m. (noon) and after 5:00p.m. Access gates will be locked between noon and 5:00 p.m. Speed limit on Access Path is 5 mph.**
6. The speed limit in the park is 20 miles per hour. Motor driven vehicles are allowed only on roads and in parking areas.
7. Dogs are not allowed in the Meeting Room (Indoor), or in the water, including the surrounding beach area, or in Blue Heron Bay.
8. The use of a loudspeaker, public address system or amplifier on park property without written permission from the park manager is prohibited.
9. 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.
10. 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.
11. **All pavilions must be vacated 1 hour prior to the park closing.** The park closes at 9pm or at dusk, whichever comes first.
12. The park closes at 9 p.m. or at dusk, whichever comes first, and opens at 8:00 a.m.
13. During emergency weather conditions, the pavilions may be used as shelter for other patrons of the park.
14. A temporary 10' X 10' canopy is allowed. See Park Manager for complete rules. Camping and enclosed tents are prohibited.
15. Bicycles are not allowed on the nature trails.
16. Fires are allowed only within receptacles approved and designated for such purposes.
17. Any form of gambling, lottery, or game of chance on park property is prohibited.
18. 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.
19. 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.
20. 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.
21. 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.



INDEPENDENCE LAKE COUNTY PARK 3200 Jennings Rd. Whitmore Lake, MI, 48189

*Blue Heron Bay Admission Pass*



*[EVENT NAME HERE]*

*[DATE OF EVENT]*

*[Pavilion(s)]*



Print out ONE pass PER PERSON to enter the Spray Park

Please give to the booth attendant when you arrive at the Spray Park

Digital copies shown will NOT be accepted

INDEPENDENCE LAKE COUNTY PARK 3200 Jennings Rd. Whitmore Lake, MI, 48189

*Vehicle Entry Pass*



*[EVENT NAME HERE]*

*[DATE OF EVENT]*

*[Pavilion(s)]*



Print out ONE pass PER VEHICLE to enter the park

Please give to the gate attendant when you arrive at the park

Digital copies shown will NOT be accepted