

## ***RULES AND REGULATIONS GOVERNING FACILITY USE***

*All facility use is subject to the following rules and regulations. In addition to other penalties, violation of these rules may result in a suspension of reservation privileges for a period of time up to one (1) year.*

- 1) All facilities under control of the Princeton Parks & Recreation may be reserved, for exclusive use, on a space available basis by Princeton/ Collin County citizens, organizations and churches only.
- 2) Activities sponsored by the City of Princeton will always take precedence in the use of facilities.
- 3) Reservations and cancellations must be received at least 48 hours in advance of the reservation date. All deposits and fees paid shall be forfeited and not refunded if the cancellation of reservation provisions of the ordinance is not followed in the event the pavilion reservation is not needed or used.
- 4) Reservations must be made in person. Telephone reservations will not be accepted; however, you may check availability on the City of Princeton's website "Park & Facility Rental".
- 5) The City of Princeton reserves the right to refuse or cancel any reservation or to limit the number of reservations granted to any individual or organization.
- 6) All facility use fees and deposits shall be paid prior to use.
- 7) You must be at least 18 years of age to make a reservation and responsible adult supervision must be provided at all times.
- 8) The use of loudspeakers, amplifiers or microphones is prohibited, except with the express approval of the Director of Parks & Recreation.
- 9) The consumption or possession of alcoholic beverages is strictly prohibited.
- 10) All motorized vehicles must be left in designated parking areas and are not allowed to be driven or parked on any grass areas or sidewalks.
- 11) Fires shall be permitted only in enclosed fireplaces or grills in designated areas. After use, coals shall be thoroughly extinguished with water, cooled, and disposed of in a trash receptacle. Privately owned charcoal grills are not permitted on grass areas or on picnic tables located in the park. Gas grills are allowed on grassy areas only.
- 12) Bounce Houses (dry only) are permitted as long as vendor provides a Certification of Liability Insurance listing the City of Princeton as insured, prior to reservation.
- 13) All water activities (balloons, squirt guns, pools, soakers hoses, dunking booths, Slip-n-slides, etc.) are prohibited.
- 14) The City of Princeton is not responsible for any lost or stolen items.
- 15) All other City of Princeton Ordinances shall be enforced.
- 16) Responsibility for damage to or maintenance of facilities growing out of usage beyond normal and usual wear will be assumed by the individual, group or organization reserving the facility. **(Deposit will be cashed for damages done).**
- 17) The individual, group or organization reserving the facility is responsible for returning the facility to its normal condition following use. **(Deposit will be cashed for not returning the facility to its normal condition).**
- 18) All paper, trash, refuse and waste shall be deposited in receptacles provided for that purpose. Confetti of any kind is prohibited.
- 19) The individual, group or organization making the reservation will obey all rules and regulations, both written and verbal, and will release the City of Princeton from any and all liability that may be incurred because of the use of the facility.

### **Memorial Park**

In honor of our Veterans, the Memorial Park shall not have permits issued for the use of the common area for the following purposes, and shall be limited to foot traffic only.

- To sell offer for sale any food, drinks, confections, merchandise, or services
- To conduct any commercial or business activities of any kind
- To solicit donations or contributions of any sort
- To distribute, post, place or erect any advertising, handbill, circular, bill, notice, billboard, paper or other advertising device

Any special event, with the exception of weddings or private parties held at the Veterans Memorial Park shall be conducted on the paved areas surrounding the Park, Woody St. to South, Third St. to the West, Main St. to the North, and Forth St. to the East. Any and all road closures shall be permitted by the governing authority. All other regulations regarding facility use shall also apply.

Parks & Recreation facilities may be used during normal operation hours without a reservation provided that no reservation has been made of that time period.

Facilities where reservations have been properly made will be immediately released and made available for the exclusive use of the reserving party by individuals, group or organization using a facility without a reservation.

The City of Princeton has the right to refuse service to anyone with regard to all municipal facilities