



STATEMENT OF USER RESPONSIBILITY

Park Picnic Shelter Reservations — Print Version

SHELTER USE

In consideration for the use of City of Lake Oswego park picnic shelters, all users acknowledge and agree to the following:

1. Park hours are 6:00am to 10:00pm
2. Rental is for the picnic shelter only. Rental blocks are **morning: 9am-12pm, 1pm-4pm and 5pm-8:00pm. Please do not exceed your approved time block.**
3. The user assumes entire responsibility and liability for losses, damages and claims arising out of injury or damage to the user's display, equipment and other property brought upon the premises of the City and shall indemnify and hold harmless the City from any and all such losses, damages and claims arising out of such use.
4. Any group sponsoring or using a City-owned facility assumes all liability for any accidents that occur during the scheduled reservation time of the facility.
5. The user shall be responsible for the conduct of participants attending the activity/event, with regard to the control and containment of litter, and for any damage to the premises beyond ordinary wear and tear.
6. Amplified music or other amplified sound is not allowed to be played at a volume that causes the music or other sound to be heard beyond the boundaries of the park. Sound shall be directed away from the water. **No sound after 10:00pm.**
7. It is unlawful for any person to use fireworks, firecrackers, or explosives of any kind in any park.
8. The park rules require that you promptly remove any dog waste deposited on public or private property.
9. The park rules require that all dogs be leashed and barking must not become a nuisance.
10. For picnic shelter rentals, extra equipment, portable devices, and inflatables are not allowed for use in conjunction with the reservation. No exceptions.
11. Portable barbecues may be used in conjunction with a picnic reservation; coals and grease must be safely removed from park by user and **may not** be dumped in trash receptacles. A protective surface under barbecues is required.
12. Cancellations received 30 business days or more prior to the reservation date will receive a full refund. If the cancellation occurs less than 30 business days from the reservation date, your refundable deposit will be returned, and your reservation fee will be forfeited to the City. Any change to the original reservation date or location will be subject to a rescheduling fee equaling 1/2 the reservation fee. We do not honor cancellations due to inclement weather.
13. Violations of any rules, regulations or guidelines will result in forfeiture of the refundable deposit.

ALCOHOL

I, the undersign, attest that I have read and agree to abide by all rules, regulations, and guidelines specified herein:

1. Alcohol is limited to beer and wine only. Park rules do not allow BYOB.
2. Permission to serve alcohol is only granted if service is done by an OLCC licensed caterer or a OLCC permitted pourer in a designated, monitored area if a City Alcohol Permit is approved, and if Host Liquor Liability Insurance of \$2,000,000 per occurrence is obtained; which must name the City of Lake Oswego as an additional insured.
3. Selling of alcohol is not permitted in conjunction with a picnic shelter rental.
4. All OLCC rules and regulations apply.
5. The Alcohol Permit and Host Liquor Liability paperwork is due 7 days prior to reservation date and should be faxed Attention: Parks Registrar at 503-697-6579
6. A current OLCC caterer license and/or the OLCC permit of the server must be available upon request during the event.

ACKNOWLEDGEMENT:

I hereby certify that I am the authorized representative of the organization or group listed and that the application statements are true to the best of my knowledge. I agree to abide by the rules and regulations for use of the Park Picnic Shelter, as well as the ordinances of the City of Lake Oswego. I accept responsibility for any violations pertaining to the facility reserved.

Print Name of Applicant _____

Signature of Applicant _____ Date Signed _____



ALCOHOL PERMIT

Park Picnic Shelters

Request is hereby made by the undersigned for permission to serve alcoholic beverages on City property.
 (Permit must be submitted 7 days prior to reservation date)

Applicant's Name: _____

Address: _____ **City, Zip:** _____

Phone #: _____ **Phone # on Day of Event:** _____

Park Shelter: Lower George Rogers Park Shelter East Waluga Park Shelter
 Upper George Rogers Park Shelter West Waluga Park Shelter
 Westlake Park Shelter Rossman Park Shelter

Date of Event: _____ **Type of Event:** _____

Event - Start Time: _____ **End Time:** _____

Alcohol Service - Start Time: _____ **End Time:** _____

Type of Alcohol Served: Beer Wine

Estimated Event Attendance: _____ **Number of Participants under 21:** _____

Method of Supervision: OLCC Licensed Caterer OLCC Permitted Pourer

Permission to serve alcohol is only granted if service is done by an OLCC licensed caterer or a OLCC permitted pourer in a designated, monitored area, if a City Alcohol Permit is approved, and if Host Liquor Liability Insurance of \$2,000,000 per occurrence is obtained; which must name the City of Lake Oswego as an additional insured.

I accept responsibility for compliance with the regulations established by the Oregon Liquor Control Commission. I understand that a false or misleading answer could result in denial of this application. I certify all information submitted is complete and correct to the best of my knowledge. I agree to adhere to the guidelines outlined in the "Statement of User Responsibility".

Applicant's Signature: _____ **Date:** _____

DEPARTMENT APPROVALS			
Parks & Recreation Department	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	Reason denied:
	Signature: _____		
Police Department	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	Reason denied:
	Signature: _____		
Other Approval _____ Name & Title	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	Reason denied:
	Signature: _____		