



209 S. Main Street • Marysville, Ohio 43040
Phone: (937) 645-7350 • Fax: (937) 645-7351 • www.marysvilleohio.org

SHELTER RENTAL POLICY AND APPLICATION

***** IMPORTANT INFORMATION – Please read before completing the application *****

The City of Marysville allows for the rental of eleven (11) shelters within eight (8) of the City's Parks. We ask that the requirements below are adhered to. Failure to comply with any of the listed policies will prevent the applicant from receiving approval for future reservation requests.

Shelter Rental Rules

- Clean up of the shelter is the responsibility of the applicant. The shelter must be left in the condition that it was in prior to the event.
- Any refuse that does not properly fit in the provided trash receptacles is the responsibility of the applicant to remove from site. Additional trash bags can be found at the bottom of the trash receptacle.
- All pets must be on a leash and cleaned up after. Mutt Mitts are available for use at the entrance of most City parks.
- Parking is permitted in designated areas only.
- Any additional tables or chairs are the responsibility of the applicant to provide.
- Park hours are dawn to dusk unless otherwise posted.
- Rentals at the Sean Doebert Amphitheater must be concluded by 8:30 pm.
- Alcohol is not permitted at any City park.
- Smoking cigarettes or the use of e-cigarettes are not permitted at any City park.
- No open fires are allowed in any of the City parks. The use of grills is permitted.
- No inflatable devices (such as jumping castles) are permitted at any City park.
- No signs are to be posted in the parks or at the entrance to any park (unless required by the COVID-19 Operations Plan).
- No refunds will be issued for inclement weather; however, the rental can be rescheduled for another open day/time.
- To receive a refund, you must call and cancel at least two (2) weeks prior to the date of your reservation.
- Rentals that are for fundraising or profit making endeavors must fill out the Special Event Application for Park Facilities. These events must comply with the Special Event Policy Guidelines.
- No rental can be used to distribute food to the general public unless the user submits an approved Union County Health Department permit and the City of Marysville Concession permit.

Once approved, you will receive a copy of the approved rental application to confirm your date and time of rental. Please take this copy with you to your event. This is your proof that you have the shelter rented for the time and date on the copy.

COVID-19 Operations Plan

Social Distancing:

When/If the State of Ohio is in a state of health emergency; citizens are required to maintain at least six-foot social distance from others not within their family/household.

Residents renting our shelters/pavilions are responsible for marking or signage to indicate social distance to designate 6ft spacing between other residents.

Face Coverings:

Face coverings must be worn at all times by everyone except for a reason stated by the Ohio Director of Health’s current order.

Sanitizing:

CDC guidelines recommends you wash or sanitize your hands often.

Suspect or Confirmed Cases:

If anyone is suspected and/or has a confirmed case of COVID-19, they shall immediately contact and work with the Union County Health Department and follow its orders.

Indicate which Shelter(s) is being requested:

- | | |
|--|--|
| <input type="checkbox"/> Aldersgate (gazebo) | <input type="checkbox"/> McCarthy |
| <input type="checkbox"/> Eljer A (electric available) | <input type="checkbox"/> Mill Valley Central |
| <input type="checkbox"/> Eljer B (electric available) | <input type="checkbox"/> Mill Valley South |
| <input type="checkbox"/> Schwartzkopf A (by the creek) | <input type="checkbox"/> Legion – Upper |
| <input type="checkbox"/> Schwartzkopf B (closest to Maple St.) | <input type="checkbox"/> Lewis |

Resident Rate

\$30.00 / 4 hours
\$45.00 / all day
(dawn to dusk)

Non-Resident Rate

\$50.00 / 4 hours
\$75.00 / all day
(dawn to dusk)

Amount \$: _____

- Amphitheater** (\$100.00 refundable deposit required per event)

Resident Rate

\$50.00 / per hour + deposit
(dawn to 8:30pm)

Non-Resident Rate

\$70.00 / per hour + deposit
(dawn to 8:30pm)

Note: Electric is available for the amphitheater for an extra fee. Please refer to the City’s Event Electrical Use Form for additional information..

Amount \$: _____

Shelter Rental Applicant Information (Please print clearly)

Name: _____ Phone: _____

Email: _____

Street Address: _____

City, State, and Zip Code: _____

Reservation Information

Date of Reservation: _____

Time of Reservation: _____

Event Description: _____

Expected Attendance: _____

Special Requests: _____

The applicant agrees to:

- Comply with the information contained on this application
- Notify the City of any changes to the information provided on this application

I hereby attest to the truth and exactness of all information supplied on and with this application.

Signature of Applicant: _____ Date: _____

Please submit completed applications by mail or in person to:
City of Marysville, 209 S. Main St. Marysville Ohio 43040

FOR OFFICE USE ONLY

Received (stamp):

Fees:

Resident/Non-Profit: _____

Cash/Check# _____

Non-Resident/For-Profit: _____

Received/Approved By _____

Refundable Deposit*(\$100) _____

*For Amphitheater Reservations Only

TOTAL FEES DUE: _____

TOTAL FEES PAID: _____

Issued By

Date Approved