



VILLAGE OF BREMEN, OHIO

9090 MARIETTA ROAD SE
P.O. BOX 127
BREMEN, OHIO 43107

PHONE: 740-569-4788 FAX: 740-569-7085

HOWELL PARK SHELTER HOUSE AGREEMENT

Thank you for using Howell Park as your event location! We welcome you to use our park but ask that you please follow some guidelines. The Village of Bremen has certain expectations of those who use our park, shelter house, restroom facilities and concession (if reserved).

DEPOSIT

The Village charges for the use of our shelter house and concession stand:

Shelter House Rental for 4 hours:	\$30.00
Shelter House Rental for 8 hours:	\$50.00
Shelter House & Concession Rental for 4 hours:	\$50.00
Shelter House & Concession Rental for 8 hours:	\$75.00
Shelter House & Concession Rental for Non-profits:	\$20.00

RULES

- Alcohol use is prohibited in any of the Village parks. You will be asked to leave and will not be eligible to rent the facilities in the future.
- Restrooms are open from 8am to 8pm for the use of everyone in the park. Please be respectful and clean up after your guests when using the restrooms.
- All trash must be picked up from any area you may use at the park.
- Picnic tables must be cleaned off and returned to their original places if you move them.
- Please use the trashcans that are provided. Pull the trash bags out of the cans when you are finished and place in the red dumpster on the other side of the Village Offices. There are new liners in the bottom of cans. Please place a new liner in the can after disposal.
- No nails or staples are to be used to hang banners/decorations /signs on the posts or walls of the building. You may use tape or tacks and we ask that you please remove them from those areas.
- If you have reserved the concession stand, you are responsible for cleaning all the counter tops, stove, refrigerator, and floor.

THINGS TO BE AWARE OF

- The electrical outlets are in the shelter house for your use! We do not supply extension cords.
- If you have reserved the concession stand, please take advantage of using the games and athletic equipment found inside!
- Please take advantage of all of our facilities at the park! There are basketball and tennis courts, softball/baseball fields, cornhole platforms and horseshoe pits. Most of our trees are marked and labeled around the walking paths and the Monarch Waystation in the Butterfly Garden. The playground is also available for small children. Please have an adult present at the playground.
- The Village of Bremen is not responsible or liable for unsafe use of any of the facilities at Howell Park. In case of an emergency, please call 911. Our emergency response team is only minutes away.
- The Village has designated a person to verify all rules have been followed, so please review the areas used after your event is over.

Thank you for using the Village's facilities!

Please complete the information below:

Contact Person: _____ Phone: _____

Address: _____

Email Address: _____ Other phone/contact: _____

Date of rental: _____ Time of rental: **11am - 4pm** **4pm - dark**

I am requesting use of the following:

			Cash/Check
SHELTER HOUSE ONLY 4 HOURS	\$30.00	Paid: _____	_____
SHELTER HOUSE ONLY 8 HOURS	\$50.00	Paid: _____	_____
CONCESSION & SHELTER 4 HOURS	\$50.00	Paid: _____	_____
CONCESSION & SHELTER 8 HOURS	\$75.00	Paid: _____	_____
CONCESSTION & SHELTER NON-PROFIT	\$20.00	Paid: _____	_____

By signing below, I agree to all terms stated in this agreement:

Applicant Signature

Date

FOR OFFICE USE ONLY

_____ Village Administrator Approval

Date: _____

_____ Copy of agreement to Lydia Coakley

Date: _____

_____ Received clean up approval

Date: _____

Additional Notes:

