

Facility Rental Information

Updated 1/2019

Center 375

375 Hartford Turnpike

Community Room

Fee:
 -\$40/hour (minimum 2 hrs)

Amenities:

- Holds up to 75 people
- Booth style seating
- Four 6' tables, 60 folding chairs available
- Pool tables, air hockey, foosball, arcade games

Gymnasium

Fee:
 - \$50/hour

Amenities:

- Full basketball court



Community Pool (seasonal)



Fee:

- Parties start at \$300/2 hour block (fees based on party size)
- Pool parties can be booked during the summer Aquatics season
- Lifeguards will be on duty to supervise swimming
- Available times are Sat/Sun, 10am – 12pm OR 5pm – 7pm
- All normal pool rules apply during parties

Henry Park

120 South Street

Pavilion

Fee (no bathrooms/electricity):
 -\$75/3 hour block of time, \$40 for each additional hr

Fee (with bathrooms/electricity, required for parties over 25):
 -\$150/3 hour block of time, \$65 for each additional hr

Picnic Grove

Fee (no bathrooms):
 -\$50/ 3 hour block of time, \$25 for each additional hr

Fee (with bathrooms, required for parties over 25):
 -\$125/ 3 hour block of time, \$50 for each additional hr

Amenities

- Picnic tables
- Nearby basketball court, playground, volleyball court

Fox Hill Memorial Tower

Fee (Tower closed, access to grounds only):
 - \$30/3 hour block of time

Fee (Tower opened)
 -\$100/3 hour block of time



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Horowitz Pool (seasonal)

Fee:
 -Parties start at \$300/2 hours (fees based on party size)

- Pool parties can be booked during the Aquatics season
- Lifeguards will be on duty to supervise swimming
- Available times are Sat/Sun, 10am – 12pm or 5pm – 7pm
- All normal pool rules apply during parties

Newhoca Park

Grier Road

Lodge & Pavilion (seasonal)

Fee:

-\$200/3 hour block of time, \$75 for each additional hr

Amenities

- Lodge holds up to 100 people
- Eight 8' tables, one 6' table, nine 5' round tables available
- Toaster oven, warming oven, microwave, refrigerator
- 2 bathrooms
- Picnic tables at the Pavilion



Swim Permit (seasonal)

Fee:

Starts at \$150/ 2 hour block of time (fees based on party size)

- Lifeguards on duty at the lake for your event
- Available during the Aquatics season

Valley Falls Park

300 Valley Falls Road

Pavilion*

Fee (no bathrooms):

-\$75/3 hour block of time, \$40 for each additional hr

Fee (with bathrooms, required for parties over 25):

-\$150/3 hour block of time, \$65 for each additional hr

**There is a park entrance fee during the summer Aquatics Season when lifeguards are on duty
\$5/car or \$1 walk in*

Amenities

- Picnic tables
- Beach area (no swimming unless lifeguards are on duty)
- Nearby walking/hiking trails



Swim Permit (seasonal)

Fee:

-Starts at \$150/ 2 hour block of time (fees based on party size)

- Lifeguards on duty at the lake for your event
- Available during the Aquatics season

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Facility Rental Policies & Procedures

Payment Policies

- The full rental fee is due at the time of reservation. Reservations are not considered final until full payment is received

Cancellations/Refunds

- Cancellations may be made with 30 days written notice. A cancellation made with 30 days written notice will receive a refund of 75%
- Cancellations made within 29 days of reservation will not receive a refund

Responsibilities of Renter

- Responsible renter must be a minimum of 21 years of age
- Rental time must include set up and clean up time
- Renters must leave their area clean after the event, with trash placed in appropriate disposal barrels
- Renters are responsible for any damage to property that occurs during their reservation time
- Vernon Parks & Recreation is not responsible for the condition of facilities upon arrival if the rental does not include staffing

General Park Policies

- Parks that are open to the public are available to members of the public on a first come, first serve basis unless there is a reservation. Parks are open sunrise to sunset.
- All federal, state, and local laws apply
- Pets must be on a leash at all times and owners are responsible for cleaning up after them. No pets are allowed in the pools, lakes, playing fields, or playgrounds. No pets are allowed inside buildings except for service animals
- The use of park facilities by any organization charging fees or requesting donations or payment must be approved by the Director of Parks & Recreation
- Organizations utilizing park facilities must provide a Certificate of Insurance clearly listing the Town of Vernon as "Other Insured"
- No parking on the grass or overnight parking
- When a reservation includes use of the park bathrooms, the general public is also allowed access to the bathrooms during the reservation time
- Grills may be used in the park under the following conditions:
 - Propane must be kept a minimum of 10 feet from any structure
 - Charcoal fires must be completely extinguished before leaving the grill unattended, and cooled coals/ash must be properly disposed of
- Prohibited items/activities include but are not limited to:
 - Alcohol
 - Smoking in areas other than the parking lots
 - Metal detectors
 - Bounce houses or inflatables
 - Fireworks
 - Flying of drones or model airplanes; archery or dart practice
 - Food trucks
 - Driving golf balls or playing golf



PLEASE PRINT

Name of Person Renting Facility _____ DOB ____/____/____
(must be 21 or older)

Rental is for: Individual/private event Organization/community event (certificate of insurance required)

Name of Organization _____

Address _____

City _____ State _____ Zip Code _____

Email _____ Phone # _____

TYPE OF EVENT: _____ Number of People Expected _____

Facility Requested

- | | | | |
|--|---|---|--------------------------------------|
| 375 Hartford Turnpike | Newhoca Park | Henry Park | Valley Falls Park |
| <input type="checkbox"/> Community Room | <input type="checkbox"/> Lodge & Pavilion | <input type="checkbox"/> Fox Hill Tower | <input type="checkbox"/> Pavilion |
| <input type="checkbox"/> Gymnasium | <input type="checkbox"/> Swim Permit | <input type="checkbox"/> Picnic Grove | <input type="checkbox"/> Swim Permit |
| <input type="checkbox"/> Community Pool | | <input type="checkbox"/> Pavilion | <input type="checkbox"/> Bathrooms |
| Other Facility: _____ | | <input type="checkbox"/> Horowitz Pool | |
| Notes (tables/chair setup, other special requests): | | <input type="checkbox"/> Bathrooms | |
- _____
- _____

RENTAL DATE : ____/____/____ Set up and Breakdown is included in rental time

START TIME _____ AM or PM END TIME _____ AM or PM

By signing this I certify that I have read and understand the Town of Vernon rental policies and procedures and agree to make sure all users from the group are aware of the rules and regulations and abide by them. I understand that someone over the age of 21 must be in charge at the venue for the duration of the event and that as the rental group we are solely responsible for any and all supervision during the event. I acknowledge that I have read and understand the cancellation and refund policies, which include fees for cancellations. It is fully understood and agreed that I and anyone attending my rental event will guarantee to defend, indemnify, and hold harmless the Town of Vernon and the Vernon School Districts, its officers, employees, volunteers, and agents against any and all liabilities, claims, damages, losses, costs, and expenses arising indirectly or directly in connection with, or as a result of this agreement. It is also understood that Renting Organizations will provide and maintain insurance coverage as outlined in the rental policies and procedures.

 Printed Name of Responsible Party Signature Date