



PROVO PAVILION RULES AND REGULATIONS

Your cooperation in following these rules and regulations will help keep Provo City park pavilion facilities in the best possible condition.

PAVILION USE

Park pavilions are used by multiple groups each day during the summer months. Please leave the pavilion in the same, if not better condition than when you arrived. **Tables** may not be moved around the park and must remain anchored to the floor. Remove any table covers, tape, cooking oil or grease from tables, grills and floors. Insulate the tables from heat or freeze damage when preparing meals. Please vacate the area when your reservation time is up. Lights and power will shut off automatically around curfew time at **11:00 p.m.** Pavilions with **electricity** are limited to a 15 amps total capacity (this can power a radio or slow cooker). If a circuit overloads, reduce the load and push the GFI reset. Repeated tripping of the circuit breaker will cause the power to go out permanently. **Power will not be reset for groups that overload electrical circuits.** Provo Parks & Recreation does not provide water taps, opening of gates or additional power. It's recommended to bring in your own source of power.

GENERAL PARK USE

City parks have a variety of amenities, including playgrounds, play courts, trails and open spaces. These amenities **may not be reserved** and are available on a first come first serve basis to the public. Athletic fields are used by Parks and Recreation programs. Some athletic fields and courts can be rented by contacting Rylin Patterson at RPatterson@Provo.org or (801-852-6604). **Unauthorized vehicles** are not allowed on grass areas. Vehicles and trailers must only be used in parking lots. To access a **locked gate**, a key can be checked out from the Parks & Grounds office during business hours with a \$45 deposit and must be returned the following business day. **Dogs** are allowed in all City Parks as long as the dogs are on a leash. Do not freeze ice cream on the grass or dump anything on the turf except water. **Supervise children at all times, especially at playgrounds, parking lots, restrooms and near open water areas.** Restrooms are generally open for use from April 15-October 15 each year. Events scheduled outside this period and events with 300+ attendees must rent portable restroom facilities at their own cost.

EVENT TRASH

A limited number of trash receptacles are located throughout the parks for general use. To help keep parks clean for all patrons and maintenance costs down, those who rent park pavilions or other park areas are asked to remove all trash generated from their event. The standard set by state and national park **"Pack it in, Pack it out"** will help us continue to provide these facilities at a low cost. Please carry out all trash from your visit.

OPEN FIRES AND BBQ GRILLS

All parks observe fire restrictions set by the Provo Fire Marshal and are posted at each park. It is your responsibility to verify and adhere to restrictions. Open fires are only allowed in designated fire pits installed by Parks & Grounds and only when not prohibited. Provo Fire & Rescue can be reached at (801-852-6321) for further information on fire restrictions and the type of wood permitted to be burned. Refunds will not be given because of fire restrictions. **Extinguish all hot coals and briquettes, never place hot coals in the garbage receptacles.**

LARGE GROUPS (200+), WEDDINGS, RECEPTIONS, OR UNUSUAL REQUESTS

Large groups (200+), all weddings and receptions, or groups with unusual requests are subject to a **\$350 Special Parks Use Fee** and may need to complete a Special Parks Use Application or a Provo Events and Services Application. You will be contacted by Parks Operations office staff if your event requires an additional application. Events with **300+ attendees** must rent portable restroom facilities at their own cost. Groups playing music must conform to **Provo City Noise Ordinance 9.19.120**. Reservations may be canceled on-site due to excessive noise by the Provo Police Department.

STAKING ITEMS INTO THE GROUND

Caution must be used in setting inflatable toys or pounding stakes into the ground because the stakes can cause damage to underground electrical or irrigation lines. If you plan to strike stakes in to the ground, pre-approval is required by Parks Operations at least seven days prior to your event. Please provide a detailed map to the Parks & Grounds office of the park and where you plan to stake into the ground.

BOUNCE HOUSES AND INFLATABLE TOYS

Only bounce houses and inflatable toys with liability insurance coverage are permitted and only with pavilion reservations; those who haven't provided an insurance certificate will not be permitted to use their inflatable toys. Insurance can be obtained with the rental agency or may be purchased through your home owners insurance. Insurance certificates can be sent to the Parks & Grounds office by emailing to ParksFrontOffice@Provo.org. The following information should be included on the insurance certificate; park name and pavilion number, date and time, event name, contact name and phone number. Also, please include a map indicating the placement of toy within the park. Proof of insurance coverage should be given to the Parks & Grounds office at least seven days prior to the event.

Bounce Houses, slip and slides, large water features and inflatable toys which require a water hose are prohibited from all city parks. Water guns and water balloons are allowed, please pick-up your litter after your event. Please provide your own power source as the electrical service at our parks will not support the electrical draw of an inflatable toy or bounce house. **Two or more** bounce houses/inflatable toys require a \$350 Parks Use Fee; four or more require an Events and Services Application.

ILLEGAL ACTIVITIES

Alcoholic beverages, including beer, coolers or liquor are prohibited in Provo City parks. Our sprinkler times are approximately 7:00 am to 10:30 am. Tampering with the sprinkler systems, fountains, water taps, circuit breakers, lights or restroom fixtures is considered vandalism. Notify the Police Department if you witness damage or vandalism to the park by calling **9-1-1**.

TO MODIFY OR CANCEL A PAVILION

A **seven day** notice is required for all pavilion reservations, cancellations and modifications with no exceptions. A **\$10** processing fee is applied to all cancellations and modifications. Weather related cancellations will be given a 50% refund depending on severity of weather (i.e. snow, heavy rain, hurricane force winds, etc.) and only after the date has taken place.