



CHANHASSEN PARK RENTAL INFORMATION

1. At the time of reservation, reservations will be recorded tentatively. Prospective picnic groups have two weeks to pay picnic fees; if this does not occur, the reservation will be canceled. ***2021 season: Prospective picnic groups have two weeks to sign and return a copy of the Facility Reservation Contract; if this does not occur, the reservation will be cancelled. Payment will be due two weeks prior to reservation date.**
2. Two (2) Facility Reservation Contracts will be sent to you. Please sign both copies promptly, retain one copy for your files and return one to:

Chanhassen Parks and Recreation 7700 Market Blvd. P.O. Box 147 Chanhassen, MN 55317	OR	Mitchell Czech mczech@ci.chanhassen.mn.us
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3. No nails, staples, scotch or duct tape may be used if decorating a shelter/pavilion. Blue painters tape, masking tape, or Command hooks may be used. All decorations and materials must be removed before leaving. Facility users are responsible for any damage.
4. Do not attempt to drive spikes (metal or otherwise) into the ground as underground utility lines may be present. Only freestanding canopies are allowed.
5. The reserving group is responsible for cleaning the reserved area. Garbage cans are provided.
6. Picnic groups are permitted to have malt beverages (beer) and wine. Kegs and boxed wines are also permitted. All other forms of alcohol are strictly prohibited.
7. Glass containers are not permitted.
8. Pets are not allowed in Chanhassen City Parks. Please leave them at home. Petting zoos and other contracted animal services are not permitted.
9. Inflatables may be set up, however they cannot be anchored in the ground using stakes because of underground utilities and irrigation lines. Alternative anchors must be used. The City of Chanhassen is not responsible for accidents or injuries due to inflatable use. A Certificate of Insurance is required naming the City of Chanhassen as an additional insured. A \$1 Million Total Liability Coverage Certificate must be provided 14 days prior to scheduled event.
10. Refund policy for cancelled reservations: ***cancellations due to COVID-19 related factors will not be subject to a cancellation fee.**

Cancellation 30 days in advance	\$10.00 fee
Cancellation 29-14 days in advance	50% fee
Cancellation 13-0 days in advance	No refunds

11. Due to inclement weather, your scheduled picnic can be rescheduled or cancelled without penalty, subject to availability of sites.