

## Goslin Nature Center Rental Policies And Procedures

### **Please**

- 1) Take out all trash and place in fenced area behind building.
- 2) Park in graveled lots only. No parking on grass, in or along driveways, trails, or on mulched areas.
- 3) Use blue-green chairs inside only. Metal folding chairs may be used outside.
- 4) Use birdseed or bubbles outside for wedding ceremonies. The use of rice, sparklers or anything flammable is prohibited.

### **POSITIVELY NO**

- 1) **Alcoholic beverages prohibited. Strictly enforced.**
- 2) **No Candles, exceptions for a wedding unity candle. (State Fire Marshall)**
- 3) **No Sand, exceptions for wedding unity ceremony.**
- 4) **Smoking is prohibited inside of the building. Urns are outside on deck.**
- 5) **Use of kitchen stove & microwave are not permitted. (Dept. of Health)**
- 6) **No balloon releases or balloon decorations outside.**
- 7) **Do not apply self-stick adhesive tablecloths or skirts to tables.**
- 8) **No taping, stapling, or tacking to inside or outside of building or railing.**
- 9) **Confetti, glitter, sand and similar decorations are prohibited.**

### **Check In Procedures**

Please call Park Manager, Noah Akers at 740-808-3259 two (2) weeks prior to your scheduled usage to arrange for check-in time and building set-up. You must have someone remain in the building at all times during your rental period until checked out by park personnel.

### **Check Out Procedures**

One hour prior to your check out time please call the Park Attendant. The number will be on the card given to you by Noah. You may use house phone on the wall next to the building entrance, this will notify him and allow him time to meet you at the center for checking out. Remember, **DO NOT** leave the building until park personnel arrive to lock up.

We hope you enjoy Charles Alley Park and the Goslin Nature Center. Remember this is a park; respect it and the other park visitors. Observe the speed limit – 15 MPH. **THANK YOU**

### **I Have Read and Agree to the Terms of Use**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parks Representative \_\_\_\_\_

Date: \_\_\_\_\_

