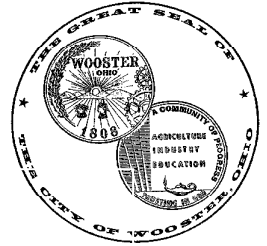




Administrative Office:
 241 South Bever Street, Wooster, OH 44691
 Email: recreation@woosteroh.com
 Phone: (330)263-5207 Fax: (330)263-5215



CITY OF WOOSTER - RECREATION - COMMUNITY CENTER - SWIMMING POOLS - FITNESS CENTER

WOOSTER RECREATION CHALET RENTAL INFORMATION

The Chalet at Freedlander Park – 400 Hillside Dr. Wooster, Ohio 44691

Small Group Rental (50 people or less)

Resident: \$250.00
Non-Resident: \$300.00

Additional Hours

Resident: \$25.00
Non-Resident: \$35.00

Large Group Rental (51 people or more)

Including Open House Style Events

Resident: \$400.00
Non-Resident: \$450.00

Additional Hours

Resident: \$40.00
Non-Resident: \$50.00

Alcohol Use Permit Fee:

Resident: \$50.00
Non-Resident: \$100.00

PAYMENT AND RENTAL GUIDELINES

- **FOR RENTALS REQUESTING ALCOHOL PERMIT ONLY -**
 A separate Alcohol Use Permit must be applied for through the View Point Cloud online permitting service at <https://woosteroh.viewpointcloud.com/>.
 Renter must provide City of Wooster with a Certificate of Insurance.
- **INDIVIDUAL** - Provide a certificate of insurance to City of Wooster showing evidence of personal liability insurance in an amount not less than \$300,000.
- **ORGANIZATION** - To provide a certificate of insurance to City of Wooster listing City of Wooster as a certificate holder and additional insured in an amount not less than \$1,000,000.
- A \$50.00 non-refundable deposit is required at time of reservation to secure requested date. If remaining balance is not received by the date indicated on your paperwork we reserve the right to cancel your reservation and retain the deposit. Reservation balance (including Alcohol Use Permit Fee of \$50/Resident or \$100/Non-Resident (if applicable) must be received and paid in full 45 days prior to event date.

- If cancellation occurs, the following refund schedule will be applied:

0-14 Days Notice	15-44 Days Notice	45+ Days Notice
No money refunded.	50% of total fee paid will be refunded.	All money refunded except \$50.00

- Fees are based on a 4-hour rental (minimum).
- User will be charged for entire time of room usage. **This includes time used for decorating, clean up, etc.** There will be an additional charge per hour for each hour of use beyond the initial four. The time required for the rental must be indicated at the time of reservation.
- Renter must be at least 18 years of age if alcohol is not being served during the rental. Renter must be 21 years of age if alcohol is being served. Renter must be present during the entire rental period.
- A building supervisor will be present during the entire rental period.

- Closing time is 11:00 p.m. Any exceptions must be approved by the Recreation Manager.
- 20 - 6 foot round tables that seat 8 comfortably and 12 - 8 foot rectangular tables that seat 3 comfortably on each side are available at no additional cost to users.
- Seating capacity
190 with tables and chairs, 299 without tables and chairs.

ALCOHOLIC BEVERAGE POLICIES:

An Alcohol Use Permit can be applied for by any events held inside of the Chalet at Freedlander Park EXCEPT FOR High School Graduation Parties. The City of Wooster and the Recreation Department reserve the right to refuse an Alcohol Use Permit to any event.

- **INDIVIDUALS**
 - Alcohol must be provided by applicant.
 - Applicants who wish to provide alcohol to guests, must do so at no cost. No sales or cash bars are permitted.
 - Distribution of alcohol brought onto the premises will be the responsibility of the applicant.
- **ORGANIZATIONS**
 - All events permitting the sale of alcohol or events involving alcohol with ticket sales must be hosted by a non-profit entity and follow the guidelines put forth by the State of Ohio Attorney General Liquor Permit Guide for Charities.
 - If alcohol is provided at no cost where access is restricted to invited guests, no other State permits will be required in addition to this Alcohol Permit.
- Any beverages in glass containers (wine, champagne, liquor, beer, etc), must be served into and consumed from a non-glass container. Any individuals serving alcohol must be 21 years of age or older.
- Applicant must agree to:
 - Ensure all state liquor laws are followed.
 - Oversee responsibilities in monitoring the alcohol consumption of all who are in attendance in conjunction with State Liquor Laws and minimum age requirements.
- Should any concerns arise regarding underage drinking, or over-consumption, a City of Wooster representative will seek out the permit holder in an attempt to resolve the situation. It is understood that there will be no tolerance for underage consumption, excessive rowdiness that results from over consumption, or individuals who violate State Liquor Laws.
- The applicant will be held liable to pay for damages to City property that results from facility use.
- Should issues arise that are not able to be resolved between the permit holder and the building supervisor, the City of Wooster reserves the right to contact local law enforcement. Failure to abide by the above rules may result in immediate expulsion of individuals, or the entire group, citation into court or action brought forth by local law enforcement.
- Alcohol is NOT PERMITTED in any public park facility or on public grounds without prior approval from the City of Wooster Recreation Department. When the use of alcohol is approved, it must be done so by securing an Alcohol Use Permit. Alcoholic beverages may only be consumed inside the facility itself, no drinks will be served or consumed out-of-doors including the parking lot, balcony and the area immediately surrounding the Chalet at Freedlander Park.
- The City of Wooster assumes no duty of supervision in the provision of alcoholic beverages and the applicant agrees to hold the City, its agents and employees, harmless, fully indemnify and assumes any and all host liability or other liability to guests, invitees, relatives, friends or third parties.