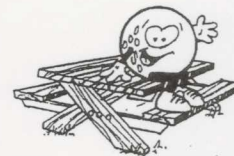




## Family Recreation Park

21036 National Pike • Boonsboro, MD 21713  
 301-733-2333 • Fax 301-733-4104  
[www.famrecpark.com](http://www.famrecpark.com)



# PAVILION RESERVATION FORM

**GROUP NAME:** \_\_\_\_\_ **PHONE #** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CONTACT:** \_\_\_\_\_ **PHONE #** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**DATE OF RESERVATION:** \_\_\_\_\_ **TIME: 11-4 OR 5-10 (CIRCLE)**

**ESTIMATED NUMBER OF PEOPLE:** \_\_\_\_\_

**\$50 FEE: 1-74 PEOPLE**

**\$100 FEE: 75 OR MORE PEOPLE**

**PLEASE INCLUDE YOUR DEPOSIT WITH FORM**

**1. CANCELLATION OR RESCHEDULING OF A RENTAL FOR ANY REASON AFTER CONFIRMATION, OR FAILURE TO ARRIVE, WILL RESULT IN THE FORFEIT OF YOUR DEPOSIT. IN THE EVENT OF INCLEMENT WEATHER, RENTAL WILL GO ON AS SCHEDULED; HOWEVER, SOME AREAS OF THE PARK MAY BE CLOSED.**

**2. NO ALCOHOLIC BEVERAGES OF DRUGS ARE TO BE BROUGHT ONTO PARK PROPERTY.**

**3. CATERERS ARE RESPONSIBLE FOR CLEANING AND REMOVING ALL DEBRIS FROM THEIR SURROUNDING AREAS, INCLUDING TABLES AND FLOOR TO ENSURE THAT IT IS FREE OF TRASH, FOOD, AND GREASE.**

**4. IF USING AN OUTSIDE CATERER, THE PARK MUST RECEIVE A COPY OF CATERER'S LIABILITY INSURANCE CERTIFICATE PRIOR TO RESERVATION DATE.**

**5. SET UP AND CLEAN UP MAY OCCUR 30 MINUTES BEFORE AND AFTER RENTAL TIME RESPECTIVELY.**

**6. FAMILY RECREATION PARK RESERVES THE RIGHT TO REMOVE ANY PERSON FROM THE PROPERTY AT ANY TIME.**

**I/WE THE UNDERSIGNED HAVE READ AND AGREE TO THE TERMS AND RULES OF THIS AGREEMENT:**

**GROUP SIGN:** \_\_\_\_\_ **PRINT:** \_\_\_\_\_

**FRP SIGN:** \_\_\_\_\_ **PRINT:** \_\_\_\_\_

**RECEIPT OF A CONFIRMATION CALL/CARD CONFIRMS YOUR RESERVATION DATE AND TIME**

# Pavilion Reservation Terms of Agreement

Our pavilion is right in the middle of it all! With a seating capacity of 500 people, it has the distinction of being one of the largest in the area. The pavilion has a covered ceiling, electrical outlets, and can be lighted for night rentals. A privacy fence separates the pavilion area from the rest of the park.

## Pavilion Discounts and Extras

When reserving our pavilion, all of these items and activities are included at no extra cost. They are:

- A Hostess to handle sign-in. They will also be your Family Recreation contact while at the park.
- Use of a private sandbox, playground, horseshoe pits, and volleyball court.
- A variety of athletic equipment including volleyballs, Frisbees, kick balls, horseshoes and more.
- A BINGO set (upon request)
- Charcoal grills (supplies not included)

## Rental Information

Rental time is firm and includes the surrounding area of the pavilion. In cases where the pavilion is shared, latticework will be installed lengthwise to provide added privacy for each group. All rentals are confirmed on a first-come, first-serve basis and dates do fill up quickly. Once a rental is confirmed you are then obligated to keep that commitment. If you have to cancel a rental for any reason, or do not arrive as scheduled, an additional \$50 fee will be assessed.

## Rules and Terms of Agreement

The following is a list of our requirements. Please consider them carefully before scheduling and share them with your group.

Our management reserves the right to ask any person to leave the property (thereby voiding their gift certificate) that has not followed our rules without refund.

In case of inclement weather the facility may have to close portions of the park for safety reasons. However, the Game Room and Snack Bar will remain open.

No alcoholic beverages are to be brought into the park or consumed while at the park.

Children under the age of twelve must be accompanied by an adult.

It will be the responsibility of the group or group's caterer to clean the caterer's surrounding area. The tables and the ground should be free of grease, charcoal, food debris and other trash articles before leaving. Family Recreation Park reserves the right to charge a clean-up fee if an excessive amount of trash is left behind.

**Parking is only permitted in designated spaces. Parking in front of the pavilion is not allowed. Please inform caterer if applicable.**

Do not move picnic tables

Music and Sound Systems may be used at a moderate volume.

All animals except seeing eye dogs are prohibited.

## Hostess Responsibilities

Your Family Recreation Park hostess will be your personal helper. They will be responsible for cleaning the pavilion prior to your arrival, unlocking the athletic equipment, and making sure trash is emptied when needed. Also, throughout your rental, your hostess will make periodic check on your progress. They will arrive at the pavilion 15 minutes prior to the start of your reservation. With the rental fee, the hostess will sign-in each guest as they arrive. **Your sign-in time will last for 30 minutes.** If guests should arrive after this time, they should go directly to the clubhouse to sign-in.

## Purchasing Additional Passes, Gift Certificates, or Unlimited Use

Family Recreation Park will be more than happy to make any additional arrangements for your guests. If you wish to purchase bulk passes or gift certificates - special pricing available. However, to receive the discount arrangements must be made one week before your rental. Payment will be expected on the day to the rental.

**I/We the undersigned, have read and understood the terms and policies of this agreement.**

Signed By \_\_\_\_\_

Date \_\_\_\_\_

Group \_\_\_\_\_

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For Office Use Only      Form Received \_\_\_\_\_      Deposit Received \$ \_\_\_\_\_      Cash/Credit/Ck# \_\_\_\_\_      C.C. Mailed \_\_\_\_\_

Caterer Contract Receive \_\_\_\_\_      Caterer Certificate of Liability Insurance \_\_\_\_\_

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