



**Miami Township**  
Clermont County OH

# Facility Rental Park Pavilions Policies and Procedures



Adopted Date: January 1, 2017

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## **Overview**

It is the intent of the Miami Township Board of Trustees to make its park pavilions available to the community on a fair and equitable basis. The Miami Township Recreation Department has first priority in scheduling of park pavilions for programs and activities. The following procedures, guidelines, and fee structures will outline the rules and regulations regarding park pavilions.

## **Reservations:**

- Park Pavilion rentals begin on the first business day of the new year.
- An individual/organization may rent a Park Pavilion at any park no more than five (5) times per month.
- Reservations for the Park Pavilions can be made online, in person or by mail. Payment accepted is credit card, check or money order (Made payable to Miami Township) or exact cash. Payments and reservations can be made in the Recreation Department located at:

Miami Township Civic Center  
6101 Meijer Drive  
Milford, Ohio 45150  
513-248-3727  
Monday – Friday, 8:00 am - 4:30 pm

## **General Rules and Regulations:**

- You must be 21 or older to rent a facility.
- One adult chaperone (over 21 years of age) must be provided for every 25 minors (under age 18) in attendance.
- Gambling is not permitted.
- Alcoholic beverages are permitted at the Park Pavilions only by signing/agreeing to the terms of the Alcohol Use Permit.
- Smoking cigarettes and cigars, vaping, electronic cigarettes and the use of tobacco and other smokeless tobacco on all Miami Township property is prohibited.
- All groups or individuals renting the Park Pavilion shall be responsible for the facility being clean and in an orderly state after scheduled use. Should the Park Pavilion be left in such a condition to require additional cleanup or maintenance, the additional expenses will be invoiced to the responsible party.
- All functions conducted in Miami Township Park Pavilions must be in accordance with township standards and, therefore, not be in violation of any township regulations or resolutions as set forth in the rules providing for the issuance of permits for use of the facilities.

## **Non-Profit Organizations**

Legally chartered 501c3 non-profit groups who primarily serve Miami Township may reserve a Park Pavilion on a first come first served basis and the rental fee will be waived two (2) times per month for usage Monday through Thursday.

## **Commercial Use**

Commercial use of the Park Pavilion is prohibited. Businesses may use the park pavilion for picnics or other business related uses, but may not use the facility for the sale of any goods or services.

**Fee Schedule – Park Pavilions**

Park Pavilions	Address	Rate
Community Park Pavilion	5951 Buckwheat Road	\$60
Community Park Performance Pavilion	5951 Buckwheat Road	\$35
Miami Meadows Pavilion Main or Lakeside	1546 St. Rt. 131	\$60
Miami Riverview Park Pavilion	587 Branchhill Loveland Road	\$60
Paxton Ramsey Park Pavilion	6265 Price Road	\$60

All Park Pavilions hold up to approximately 80 people except for the Community Park Performance Pavilion which holds up to approximately 30 people.

**Use of Alcoholic Beverages**

- The use of alcoholic beverages is permitted at the Park Pavilions only by signing/ agreeing to the terms of the Alcohol Use Permit.
- The sale of alcoholic beverages is prohibited.
- Alcoholic beverages shall not be furnished to minors under the age of twenty-one (21).
- Alcoholic beverages shall not be furnished to intoxicated persons, habitual alcoholics or to whom the Liquor Control Department has prohibited the sale of alcoholic beverages.
- Furnishing of alcoholic beverages will cease at dusk.
- Lessee is responsible for ensuring compliance with all Ohio laws pertaining to the use or consumption of alcoholic beverages.

**Hours of Operation**

Park Pavilions are available for rental from 8:00 am to Dusk.

**Miscellaneous**

- Park Pavilion Reservations are for rain or shine and if cancelled prior to 30 days of the reservation date, Lessee will be refunded the rental fee minus 20% of the rental fee. Rental fees will not be refunded if cancelled within 30 days of the reservation date.
- An employee of Miami Township shall have the right to check premises to determine if there are violations of rules and regulations or any state law.
- **Lessee shall maintain a copy of the rental contract receipt with him/her during the park pavilion rental as evidence of the reservation.**
- Renters must only use the park pavilion during their scheduled time according to their contract. **The pavilion must be left in the condition you found it.**
- Miami Township reserves the right to amend rules and fees at any time without advance notice to the public.