

HARTFORD PARKS AND RECREATION DEPARTMENT

125 N. Rural St, Hartford • 670-3730

Park Reservation Fees • 2022

Park Shelters / Categories / Size

<u>Large Shelter</u>	<u>Medium Shelter</u>	<u>Small Shelter</u>
Woodlawn (Closed) (50 x 70)	Woodlawn West (Open) (18 x 24)	Willowbrook (Open) (12 x 24)
	Woodlawn East (Open) (20 x 30)	Hartford Rotary (Octagon Open) (no bathrooms) (30 x 30)
	Willowbrook (Closed) (22 x 38)	Centennial (Open) (no bathrooms) (12 x 24)
	Independence (Closed) (24 x 35)	Jordan (Open) (no bathrooms or electric) (22 x 22)

WEEKEND FEES

	<u>Resident</u>	<u>Non-Resident</u>	<u>Non-Profit/Hartford School Groups</u>
Small Shelter	\$40.00	\$50.00	\$20.00
Medium Shelter	\$100.00	\$125.00	\$40.00
Large Shelter	\$150.00	\$190.00	\$150.00
Entire Park & Shelters	\$400.00	\$500.00	\$400.00
Open Space	\$15.00 Minimum	\$20.00 Minimum	\$10.00 Minimum

WEEKDAY FEES

	<u>Resident</u>	<u>Non-Resident</u>	<u>Non-Profit/Hartford School Groups</u>
Small Shelter	\$30.00	\$38.00	\$10.00
Medium Shelter	\$70.00	\$90.00	\$20.00
Large Shelter	\$125.00	\$155.00	\$35.00
Entire Park & Shelters	\$300.00	\$360.00	\$74.00
Open Space	\$15.00 Minimum	\$20.00 Minimum	\$10.00 Minimum

Open spaces must be confirmed by the Parks and Recreation Director. They cannot be adjacent to any shelter. They do not include Athletic Fields. Athletic Field rentals have separate rental form/fee schedule.

Anytime reservation party desires the rental of all park shelters for its scheduled activity, it will be considered an entire park / shelter rental with the higher fee to be applied. Groups over 275 are required to reserve the entire park.

For Entire Park Reservations, general public still permitted to access the park for restroom use and playground equipment.

A Resident is a person that resides in the City limits of Hartford. All others are Non-Residents.

OTHER FEES

Based upon availability, the following park equipment may be rented / moved off site. Complete separate rental form.

<u>Item</u>	<u>Resident</u>	<u>Non-Resident</u>
Picnic Kits	\$6.00	\$12.00
Picnic Tables	\$5.00/each	\$10.00/each
Grills	\$5.00/each	\$10.00/each
Settees	\$3.00/each	\$ 6.00/each
Delivery Charge	\$50.00/hr	\$50.00/hr

Security Fees

Besides the reservation fee, a \$30 security fee is required for all picnic areas, shelter or picnic kit reservation. Entire park reservation requires a \$100 security fees. Security Fees will be returned if, according to Park and Recreation Staff, area / materials are in satisfactory condition. Process time is two to three weeks. A check will be mailed to the person who signed the reservation form.

Service Clubs

The Parks and Recreation Commission will review special requests for community events where fee waivers are requested. **All waived reservation fees will include a \$10.00 administration fee per reservation.**

Insurance Requirements

Community events / public festivals held in parks or sport events / tournaments using City Athletic Fields must show Liability Insurance of \$1,000,000. In activities where alcoholic beverages are served insurance must show the Host Liquor Liability endorsement. (See additional License / Permit requirements on Reservation Form). Amusement rides, bouncy houses and fireworks may require Liability Insurance coverage in excess of \$1,000,000.