



UPTOWN PARK PERMIT

City of Medina
 132 N. Elmwood Street
 Medina, OH 44256
 330-725-8861

1. EVENT INFORMATION

Applicant Name: _____ Date: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone Number: _____ City Resident?: _____ Yes _____ No

Email Address: _____

Name of Sponsoring Organization: _____

Officer of Sponsoring Organization: _____ Phone Number: _____

Title of Event: _____ Date & Hours of Event: _____

Actual Hours for Public: _____ Number of People Expected to Participate: _____

Does the sponsoring organization carry event insurance?: _____ Yes _____ No

Below is the fee structure for rental of the Uptown Park. Please circle the type of event and all charges that apply. Please note the deposit amount will be refunded to the renter under the condition that the property was not damaged during the rental and no rules and regulations were violated. Please include specific details on the event.

2. FEE STRUCTURE

* Deposit refund subject to inspection by designee of the Mayor

Type of Event	Size of Event	Deposit Amount *	Resident/Non-Profit	Non-Resident/Corp.
Wedding / Gathering	1—200	\$100.00	\$100.00	\$200.00
Small Event	201—500	\$750.00	\$200.00	\$400.00
Large Event	501 +	\$1,500.00	\$500.00	\$1,000.00
Multi-Use Event	6+ similar events per year	Same as above event and size	50% discount—on base fee. \$50 additional per day beyond 6	\$200.00 per day

3. PRO-RATED COSTS (** Upon Request)

Service	Cost	Responsible Department			
		Parks	Service	Police	Street
Garbage Removal	\$75.00 per day				
Barricades/Road Closures	\$35.00				
Sound System	Basic \$50 / Distributed Sound \$100				
Spider Boxes	No Charge				

Total Charges	\$ _____
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** If services are required, but not requested by Permit Holder, costs will be withheld from the deposit

Uptown Park Rules and Regulations

1. The City of Medina may agree to the use of existing electrical capability. Extension cords may not be placed across the sidewalks, suspended from the trees, or used in any area near water (unless covered or taped).
2. The possession and/or consumption of alcoholic beverages are prohibited in the Uptown Park.
3. **NOTHING MAY BE STAKED INTO THE GROUND IN THE UPTOWN PARK.** Nothing may be affixed to any architectural feature including gazebo and trees. Failure to comply will result in forfeiture of the deposit.
4. No food may be sold at the Uptown Park without review and approval of the Medina County Health Department and governed by the regulations of the Medina County Health Department.
5. Clean up of the Uptown Park is the responsibility of the sponsoring organization.
6. **No vehicles allowed in the park.**
7. The park benches shall not be moved to any other location in the park.
8. Park users are prohibited to use the sound system between the hours of 11:00 p.m.—8:00 a.m.
9. Parade Permit must be applied for separately.
10. Inflatables are NOT permitted in the Uptown Park. Failure to comply will result in a forfeiture of the deposit

All extraordinary safety precautions and arrangements necessary to safeguard the participants during the requested event are the responsibility of the sponsoring organization. Approval of the requested event by officials of the City of Medina is an approval of general arrangements and scheduling. Please **do not** start arrangements for your proposed requested event until you receive a fully approved and signed copy of this permit. If you are renting the Gazebo for a wedding, it is your responsibility to arrange someone to officiate the ceremony, rental of chairs, etc.

VIOLATION OF ANY OF THE ABOVE WILL RESULT IN DEPOSIT FORFEITURE

I have read and fully understand the Safety Precautions and Arrangements and the Rules and Regulations of the Uptown Park in the City of Medina.

Signature of Applicant: _____ Date: _____

If the permit is approved the following conditions are imposed and must be strictly complied with:

FOR OFFICE USE ONLY

APPROVAL

Mayor: _____ Date: _____

The Mayor's Office forwarded an approved permit to the following departments:

Parks Service Police Street