



City Of Pikeville

Bob Amos Picnic Shelter

Guidelines & Rules

1. **Reservations:** Requests for reservations shall be made through the Event Planning Office. Requests are granted on a first come, first serve basis. To make a reservation please contact the Event Planning Office at contact information below. There is NO CHARGE to book the shelter but there may be charges for failure to clean up or damage caused by the lessees.

* A confirmation will be sent to the address or E-Mail Address given at the time of reservation within 48 hours of scheduling. Without possession of the document the reservation is not a confirmed scheduling.

2. **Hours Available:** Normal use of the Picnic Shelter #2 shall be between the hours of 7:00 am and 11:00 pm

3. **Cancellations:** As a courteous to others we ask that you give at least a seven (7) day notice of cancellations due to high demand of reservations.

4. **Clean-Up:** We ask that you leave the picnic shelter in the same state it was when you arrived. All trash needs to be placed in the trash containers. All signs, decorations, scenery, etc. shall be installed and removed from the reserved area within the time reserved. The grills need to be cleaned out after use. A fee will be assessed if cleanup is not done when the scheduled event is over.

5. **Damages:** Any damage that may occur will be the responsibility of the lessee to pay to repair or replace. The lessee will pay the City of Pikeville in full, upon demand, a sum equal to the cost of repairing and restoring the shelter to its condition as of the commencement of the lessee; or at the option of and with the approval of the City, will make such restoration and repairs at their expense.

6. **Basic Rules:**

1. **NO ALCOHOLIC BEVERAGES** are allowed in the shelter or on any grounds of Bob Amos Park per City Ordinance.

2. Music is permitted but should not be loud enough to disturb the nearby residents.

3. Pets must be on a leash and will be the responsibility of the pet owner. Pet owners must clean up after their pet or the owner will be fined per city ordinance.

4. Without possession of a confirmation the reservation is not a confirmed scheduling.

5. **All Trash** needs to be placed in the trash containers. 6. All signs, decorations, scenery, etc. shall be installed

and removed from the reserved area within the time reserved.

7. **No Staples, Glue** etc. are to be used when decorating. When and if using tape please make sure that all tape remaining is removed from the shelter.

8. The grills need to be cleaned after use.

9. There is **NO SMOKING**

7. The City of Pikeville reserves the right to interrupt, terminate, or cancel an event in the judgment of the City Manager, Chief of Police, or the Event Coordinator, determine that such act is necessary in the interests of public safety and/or the user is in violation of this policy. User waives any claims for damages or compensation should the event be interrupted, terminated, or cancelled.

Contact:

Robbi Howell

Annex Administrator/Event Coordinator

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