

**TERMS AND CONDITIONS**

1. Applicant must have the General Use Agreement, permits and receipt in your possession for verification at the event.
2. Only applicants 21 years and older are issued use agreement and agrees to adhere to all County and State Ordinances.
3. The Parks and Recreation Department reserves the right to cancel or suspend any scheduled activity at a county park facility when it is determines that such use is unsafe for the general public and park patrons.
4. Shelter rentals only include the use of the shelter **for time indicated on agreement** and adjacent grills and not the surrounding areas and playgrounds.
5. Non Residents are charged an additional fee for rental of County parks and facilities.
6. Cancellation and refund requests must be made in writing to the Parks and Recreation Shelter Reservationist ten (10) days prior to the reservation date, after which no refunds will be allowed.
7. Once a shelter is occupied, there are no refunds due to rain or bad weather.
8. Vehicles are not permitted on off paved driveways. DeKalb County Public Safety will issue citations for unauthorized parking.
9. No PUBLICITY, advertising (fliers and posters) of any type may be released for use relating to an event until approval is granted for the application.
10. Fees must be paid at date indicated on invoice. Make checks or money orders payable to DeKalb County Parks and Recreation Office; 1300 Commerce Drive, Room 300, Decatur, Georgia 30030. **No cash will be accepted. There will be no refunds issued for Special Permits or Play Kits.**
11. Inflatable and Amplified music is permitted in park(s) with an approved permit, payment of applicable fee, and proof of insurance. It is the responsibility of the applicants to provide a power source.
12. Water slides (apparatus) are not permitted in DeKalb County Parks.
13. Shelter attendance shall not exceed maximum capacity stated on the General Park Use Application. Overextending the capacity is a violation of the permit conditions.
14. Tables are made available at each pavilion; however electricity and water is not guaranteed at any facility.
15. NO stakes or objects longer than 6 inches may be driven into the park turf.
16. Applicant shall leave the facility free of trash and debris generated by event. All trash shall be sacked and placed along the curbside at the conclusion of the event.
17. Applicant is responsible for providing security and or traffic control as deemed necessary by the DeKalb Public Safety at the applicant expense.
18. Applicant will be billed for cost of repairs and/or replacement of any and all damages to structures, equipment, facilities, planting or turf, beyond normal wear and tear.
19. **DeKalb County will not be held responsible for any loss or theft during the event. Personal items should not be left in vehicle.**
20. CERTIFICATE OF INSURANCE is required for some events. Certificate of Insurance must name DeKalb County as the additional insurer. (ONE MILLIONS DOLLARS \$1,000,000) Each (OCCURRENCE COMBINED SINGLE LIMIT) Applicants agree to assume the defense and indemnify and holds DeKalb County, its Officers, Board of Commissioners, Directors, employees and agents free and harmless from and against any and all loses, penalties, damages, settlement, cost, charges, professional fees, or other expenses or liabilities of any kind and character in connecting with or arising directly or indirectly out of this Agreement.
21. No FIRES are permitted, other than in designated areas. Only fireproof or fire retardant materials may be used for decorations, and at no time shall stop signs be covered or obstructed. Failure to adhere will jeopardize future use of County Park.
22. Applicants understand that the selling of food is prohibited. Applicant may apply for vendor permit from the Parks and Recreation Department and DeKalb Board of Health 45 days prior to event.
23. Applicant understands that failure to comply with these terms and conditions may cause revocation or termination of this permit will jeopardize future use.
24. Applicant understands that alcohol is permitted only in conjunction with a pavilion reservation and an approved permit. Alcohol must be consumed in the reserved area (pavilion). State and County laws on alcoholic beverages prevail.
25. **ONLY OFF DUTY DEKALB COUNTY OFFICERS** are utilized at events held at county parks and facilities. Public Safety will determine the specific security personnel needed and will arrange for their presence at the applicant's expense.

The Applicant shall read, understand and agree to all provisions as set forth in this Agreement

\_\_\_\_\_  
AUTHORIZED APPLICANT SIGNATURE

Date: \_\_\_\_\_

Approved: \_\_\_\_\_  
PARKS & RECREATION

Date: \_\_\_\_\_

## The DeKalb County Recreation, Parks and Cultural Affairs Department

The DeKalb County Recreation, Parks and Cultural Affairs Department provides parks for both passive and active recreational use. The rules and ordinances herein have been established to protect our park facilities and those using the facilities, as well as the surrounding area. State and Federal laws also apply to DeKalb County park facilities. By adhering to these rules and ordinances, you are helping us preserve DeKalb County parks. We hope you enjoy your outing!

For more information call (404) 371-2902. Website: [www.dekalbcounty.gov/parks](http://www.dekalbcounty.gov/parks)

### PARK HOURS (Section 19 – 26)

Park and recreation facilities shall open at 7 a.m. and shall close at sunset, except that parks containing light for night use shall close at 11 p.m. Only those areas of park and recreation facilities that are illuminated and in use at night shall be interpreted as being open. All other portions of the facilities, if not illuminated, are considered closed. Applicable closing signs shall be conspicuously posted at all park and recreation facilities and any deviation from these times must be approved in writing by the county. (Code 1976, 2-6003)

### USING PARKS FOR GOLF PRACTICE, PUTTING GREEN & DRIVING RANGE (Section 19 – 27)

No persons shall use any park or other area owned and operated by the county for recreation purposes as a field for golf practice, putting green or driving range, except those areas specifically designated as golf courses. (Code 1976-2-6003)

### MOTOR VEHICLES IN PARKES (Section 10 – 28)

No person shall operate a motorized vehicle of any kind or nature in or on any park or other area owned or operated by the county for recreation purposes; provided that this section shall not apply to vehicles using marked roadways, marked driveways and parking areas. (Code 1972, 2-6004)

### RESERVATION OF PICNIC SHELTER AREAS (Section 19 – 29)

**Fees:** The use of a county park area or picnic shelter may be reserved for a reasonable period of time for the purpose of group activities through application to the county and upon payment of a reservation fee in accordance with the schedule established by action of the Board of commissioners, a copy of which is on file in the office of the clerk of the Board of Commissioners.

**Refusal or Revocation of Permit:** The department reserves the right to refuse or revoke permits. Such a determination shall be based on health, safety and welfare of the public and protection of the property. (Code 1976-6006)

### ALCOHOLIC BEVERAGES (Section 19 – 30)

**Prohibited Exception:** No person shall serve, consume or transport in open containers any alcoholic beverages within a county park or recreation facility. Except, at a group function for which a permit has been issued by the Recreation, Parks and Cultural Affairs Department.

**Locations Where Permitted:** Notwithstanding the above, permits may be issued by the Recreation, Parks and Cultural Affairs Department Director for the consumption of alcoholic beverages, but may only be issued for the following park locations:

Exchange  
Flat Shoals Park  
Lithonia

Mason Mill  
N.H. Scott  
Salem

Shoal Creek II  
W.D. Thompson  
Wade Walker

### ANIMALS IN THE PARK (Section 19 – 31)

**No Animals on Athletic Fields:** It shall be unlawful for any person who harbors, possesses or is in charge of a domestic restrained or unrestrained animal (such as dogs, cats, etc.) to bring said animal onto athletic fields of the county parks.

**Hoofed Animals in Parks:** It shall be unlawful for any person to ride, graze or walk a horse or other hoofed animal within county parks without obtaining permission from the department.

**Removal of Excrement from Parks:** It shall be unlawful for any person who possesses, harbors, or is in charge of any animal not to immediately remove excrement deposited by the animal while in a county park. Animal excrement shall be removed from the park and disposed of in a sanitary manner.

**Equipment for Removal of Excrement:** It shall be the duty of the person having custody or control of any animal in the public park to have in such person's possession a device or equipment for the picking up and removal of animal excrement. The provisions of this section shall not apply to an animal aiding the disabled (e.g. guide dog) or to animal when in police or rescue activities.

**TERMS AND CONDITIONS**

1. Applicant must have the General Use Agreement, permits and receipt in your possession for verification at the event.
2. Only applicants 21 years and older are issued use agreement and agrees to adhere to all County and State Ordinances.
3. The Parks and Recreation Department reserves the right to cancel or suspend any scheduled activity at a county park facility when it is determines that such use is unsafe for the general public and park patrons.
4. Shelter rentals only include the use of the shelter for time indicated on agreement and adjacent grills and not the surrounding areas and playgrounds.
5. Non Residents are charged an additional fee for rental of County parks and facilities.
6. Cancellation and refund requests must be made in writing to the Parks and Recreation Shelter Reservationist ten (10) days prior to the reservation date, after which no refunds will be allowed.
7. Once a shelter is occupied, there are no refunds due to rain or bad weather.
8. Vehicles are not permitted on off paved driveways. DeKalb County Public Safety will issue citations for unauthorized parking.
9. No PUBLICITY, advertising (fliers and posters) of any type may be released for use relating to an event until approval is granted for the application.
10. Fees must be paid at date indicated on invoice. Make checks or money orders payable to DeKalb County Parks and Recreation Office; 1300 Commerce Drive, Room 300, Decatur, Georgia 30030. **No cash will be accepted. There will be no refunds issued for Special Permits or Play Kits.**
11. Inflatable and Amplified music is permitted in park(s) with an approved permit, payment of applicable fee, and proof of insurance. It is the responsibility of the applicants to provide a power source.
12. Water slides (apparatus) are not permitted in DeKalb County Parks.
13. Shelter attendance shall not exceed maximum capacity stated on the General Park Use Application. Overextending the capacity is a violation of the permit conditions.
14. Tables are made available at each pavilion; however electricity and water is not guaranteed at any facility.
15. NO stakes or objects longer than 6 inches may be driven into the park turf.
16. Applicant shall leave the facility free of trash and debris generated by event. All trash shall be sacked and placed along the curbside at the conclusion of the event.
17. Applicant is responsible for providing security and or traffic control as deemed necessary by the DeKalb Public Safety at the applicant expense.
18. Applicant will be billed for cost of repairs and/or replacement of any and all damages to structures, equipment, facilities, planting or turf, beyond normal wear and tear.
19. **DeKalb County will not be held responsible for any loss or theft during the event. Personal items should not be left in vehicle.**
20. CERTIFICATE OF INSURANCE is required for some events. Certificate of Insurance must name DeKalb County as the additional insurer. (ONE MILLIONS DOLLARS \$1,000,000) Each (OCCURRENCE COMBINED SINGLE LIMIT) Applicants agree to assume the defense and indemnify and holds DeKalb County, its Officers, Board of Commissioners, Directors, employees and agents free and harmless from and against any and all losses, penalties, damages, settlement, cost, charges, professional fees, or other expenses or liabilities of any kind and character in connecting with or arising directly or indirectly out of this Agreement.
21. No FIRES are permitted, other than in designated areas. Only fireproof or fire retardant materials may be used for decorations, and at no time shall stop signs be covered or obstructed. Failure to adhere will jeopardize future use of County Park.
22. Applicants understand that the selling of food is prohibited. Applicant may apply for vendor permit from the Parks and Recreation Department and DeKalb Board of Health 45 days prior to event.
23. Applicant understands that failure to comply with these terms and conditions may cause revocation or termination of this permit will jeopardize future use.
24. Applicant understands that alcohol is permitted only in conjunction with a pavilion reservation and an approved permit. Alcohol must be consumed in the reserved area (pavilion). State and County laws on alcoholic beverages prevail.
25. **ONLY OFF DUTY DEKALB COUNTY OFFICERS** are utilized at events held at county parks and facilities. Public Safety will determine the specific security personnel needed and will arrange for their presence at the applicant's expense.

The Applicant shall read, understand and agree to all provisions as set forth in this Agreement

\_\_\_\_\_  
AUTHORIZED APPLICANT SIGNATURE

Date \_\_\_\_\_

Approved: \_\_\_\_\_  
PARKS & RECREATION

Date: \_\_\_\_\_