

Park Rental Policy
City of Gillett

Park Rental Fees

Park:	Category 1	Category 2
Zippel Park	\$100 Fee + \$50 Deposit (\$50 Refundable)	\$150 Rental Fee
Honey Park	\$75 Fee + \$50 Deposit (\$50 Refundable)	\$125 Rental Fee
Orby Jones Family Complex	\$100 Fee + \$50 Deposit (\$50 Refundable)	\$150 Rental Fee

**Category 1: Government agencies, non-profit organizations (proof of non-profit status required)
City of Gillett Residents, Charitable groups within Gillett, Schools**

Category 2: Non-residents of City of Gillett, For-profit businesses

Rentals will include bathrooms being opened, electricity to the shelter and water turned on. The Orby Jones Family Complex Usage Policy must be followed when renting the OJF Complex.

All rental fees and security deposits must be paid in advance to the City Clerk. All checks will be deposited and a separate refund check for the returned security deposit will be issued upon inspection of the rental by city employees. All public events will be billed for supplies used. (i.e. toilet paper, soap, water, etc.)

At the close of the rental period, the shelter must be cleaned up by the renter so as to be left in the same condition as it was at the beginning of the day. *Please Note - There will be a \$50.00 per hour cleaning charge for any park rental to any group IF the area has not been cleaned or left in quality condition.*

Below are rules to be observed by users of all City of Gillett Parks. We want you and your guests to have a pleasant visit. Attention to the following items will help ensure that others who reserve the facilities will also enjoy their time at the park.

1. Dispose of trash and garbage responsibly, and clean up litter around the buildings
2. When you are finished using the buildings, place trash and garbage in dumpster
3. Clean-up must be done immediately following the event
4. The person or group renting facilities is responsible for anything damaged. If this is a large event you will be given 48 hours to complete any repairs to damages or the city will perform repairs at the cost of the person or group renting facilities.
5. The park and all buildings close promptly at 10:00pm
6. In each building before you leave:
 - a. Turn off all lights
 - b. Lock doors
 - c. Remove all food from refrigerator but leave refrigerator turned on
 - d. Put all tables back in order
7. If your event goes past 10:00pm you will be required to reserve the park for the next day

Copy of Drivers License is required for rental.

Should there be any questions relating to your reservation, please call the City Clerk at (920) 855-2255. Thank you for reserving our city park facilities, and we welcome the opportunity to serve you again next year. We hope your visit at the park is a memorable one and feel free to share suggestions you may have for improvements or correcting some difficulty. Cancellations must be done one week prior to the event or the fee will be nonrefundable.

Park Committee/City Council/City of Gillett
This Park Policy is effective March 4, 2021