



Board of Trustees
April Zobel
Tim Adkins
DeLena Ciamacco

Park Reservation Request Form

Blendon Township Residents Only

- Name: _____
- Address: _____
- Email: _____
- Phone: _____
- Date of Event: _____ Time: _____ to _____
- Type of Event: _____ Number of attendees: _____

- Structure(s) requested:

Shelter House Gazebo or both? (Circle One)

- Is your event:

Private or Open to the public (see page 3) (Circle One)

- Do you want to donate your deposit to the township parks and rec department?

Yes or No (Circle One)

- I understand there is a \$25 deposit per the regulations on page 2 of this document. The deposit is due on the business day before the event.
- Regulations have been provided with this application (page 2). By requesting a reservation, I agree with the regulations.
- I understand a confirmed reservation does not provide me with sole access to the park.
- I understand Blendon Township is not responsible for any theft or vandalism of my own items while using the park, or responsible for any injury that may result from improper use of the park equipment or amenities.

Resident Signature _____

Please email completed form to contactus@blendontwp.org or drop off at the Administrative Building:
6350 S. Hempstead Rd (8am-12pm & 1pm-4pm Mon-Fri)



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Ridgewood Park Shelter/Gazebo Reservation Regulations

1. Reservations are available for Blendon Township residents only.
2. Reservations must abide by the park hours (sunup to sundown).
3. A \$25 deposit is required to reserve the Shelter and/or Gazebo.
 - This deposit can be made by cash or check only. Checks will not be cashed until your event, pursuant to the below.
 - After your event, the park will be assessed for cleanliness and damage. If all regulations have been abided by, your deposit will be returned. If additional cleanup is needed or regulations have been broken, your deposit will be forfeited.
 - Failure to pay the deposit prior to your reservation may result in result in future park requests to be denied.
4. A reservation confirmation provides you first access privileges to the shelter and/or gazebo at your requested day/time. It does not grant you exclusive access to the park. The park is still open to the public.
5. All decorations are to be removed prior to your departure and disposed of into the available garbage receptacles.
 - No decoration shall be affixed with staples, tacks, push pins or nails.
 - No decoration shall alter the current or fixed decoration/foilage of the park.
 - The use of crepe paper and candles in the gazebo is prohibited.
 - It is suggested that table clips be used for tablecloths
6. Food and beverages are permissible in the park shelter.
 - No food or beverage shall be set up in the park gazebo.
 - No alcoholic beverages are allowed on the park premises.
7. No admission, concession, retail, or other sales are permitted.
8. No rice, petals, or other shall be thrown (ex: a wedding)
9. A key to the electric box and water tap is available. The key may be picked up at the Township Administrative Office on the business day before your event. **If you are not donating your deposit, please pick it up within three business days after your event. After three business days, if you have not picked your deposit up, it will be forfeited and donated. Failure to return the key may result in future park requests to be denied.**
10. Blendon Township (including its agents, trustees, officers, employees and insurers) is not responsible for any personal property damage, theft or vandalism while using the park. Blendon Township is also not liable for any personal injury that may result from the use of the park.



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If your event is open and/or advertised to the public, extra liability insurance must be purchased in advance and a copy sent to the Township Administrator at least 4 days before your event. A notice of resolution for this directive is below.

RESOLUTION 2022-03

A RESOLUTION ESTABLISHING PUBLIC EVENT INSURANCE REQUIREMENTS FOR TOWNSHIP LAND AND PARKS

WHEREAS, it is in the best interest of the public to establish regulations for township land and parks in regards to insurance; and

WHEREAS, the Blendon Township Board of Trustees desire to update township policy for insurance requirements on public lands; and

WHEREAS, public events hosted by Blendon Township are covered under the Township's insurance policy; and

WHEREAS, public events not hosted by the Blendon Township Trustees are not covered under the Township's insurance policy and pose a risk to those attending and hosting; and

NOW THEREFORE, BE IT RESOLVED by the Board of Township Trustees of Blendon Township, Franklin County, Ohio, that the following Resolution be and hereby are adopted:

SECTION 1. Any public event hosted by anyone other than Blendon Township on public lands shall obtain liability insurance and provide a copy of the insurance to the Township Administrator. Public events as defined for this resolution are events where the general public is notified that they can attend for a specific purpose other than normal enjoyment of the park.

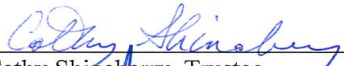
SECTION 2. Insurance must be at least \$1,000,000 general liability coverage.


SECTION 3. It is found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were in meetings open to the public in compliance with all legal requirements including, without limitation, Section 121.22 of the Revised Code.


SECTION 4. This Resolution shall be in full force and effect immediately upon its adoption.

Date: April 13, 2022

Attest: _____
Shawn Smith, Fiscal Officer


Cathy Shinaberry, Trustee


James Welch, Trustee


Jan Heichel, Trustee