

Avon Lake Recreation Department
150 Avon Belden Road, Avon Lake, Ohio 44012
Phone: (440) 930-4130
www.avonlake.org



FACILITY RENTAL APPLICATION

Applicant Information (please print neatly):

Last Name: _____ First Name: _____ Date of Birth: ____/____/____
Applicant must be 21 years of age

Address: _____
Street City Zip

Phone Number (please circle: home / cell): _____ Email: _____

Avon Lake residents must provide 2 forms of identification as proof of residency to receive resident rate.

Staff Use Only - Avon Lake Resident Verification:

1. Document type: _____ Issued by: _____ Expiration Date: _____
2. Document type: _____ Issued by: _____ Expiration Date: _____

Facility Requested: Lake House (seating capacity 85): _____ Folger Home (seating capacity 48): _____

Date Requested: First Choice: ____/____/____ Second Choice: ____/____/____

Event Purpose (Ex. wedding shower, baby shower, graduation, etc.) _____

Approximate number of people attending: _____

Rental Hours: Start time: _____ End time: _____ Actual Event Hours: Start time: _____ End time: _____

Please Note: Rental hours must include any setup and cleanup time needed

Will food be served: YES NO

Please Note: All food trucks and/or mobile food units must be registered with the City of Avon Lake Fire Department (440-933-8305).

Will alcohol be served YES NO

Please Note: Police security must be on duty anytime alcohol is being consumed. Payment is cash only and payable directly to the police officer. Current rates: \$45 per hour/3 hour minimum, holidays \$55 per hour/3 hour minimum. Rates are subject to change without notice.

Will admission fees be charged: YES NO

Will event involve fundraising: YES NO

Music/entertainment or other special equipment: _____

By signing below, applicant affirms all information above is accurate and applicant has received and agrees to the City of Avon Lake Rental Rules and Regulations. Note the following:

- Facility is not accessible before or after time indicated on permit. Rental hours must include all time needed in facility including setup and cleanup.
- Permit holder must be present for duration of event.
- The applicant shall comply and cause all guest to comply with all applicable city, state, and federal statutes, laws, ordinances, rules, and regulations; including but not limited to, those pertaining to occupancy, fire, safety, and alcohol use.
- The applicant is responsible for the conduct of all guests.

Signature of Applicant: _____ Date: _____