

Parks and Recreation .	100 Lockville Road. Picke	rinaton. OH 43147 • ph: 6	614-833-2211 • fax: 614-833-22	201 • www.pickerington.ne

	2021 Facility Res	servation Form	Office Use Only
Name			Received Date Cash
Organization			Approved By Credit Card
			Total Paid Check #
	State	_Zip	Receipt Number
Phone (Home)	(Cell)	(Work)	
Email (Required)			
Reservation Information			
Facilities (check all that apply) Event De	escription		
Sports Fields	Sports Courts	Park Shelters	Other Locations
Diley Road Softball Field 1 Diley Road Softball Field 2	Victory Park Basketball Court 1 Victory Park Basketball Court 2	Victory Park – Terry O'Brien Shelter Sycamore – Pickering Shelter	Sycamore – Randy Hughes Skate Park
Sycamore Creek Softball Field 1 Sycamore Creek Softball Field 2 Sycamore Creek Soccer Field 1	Sycamore – Basketball Court Sycamore – Tennis Courts 1-3*	Sycamore – Moorhead Shelter Sycamore – Hilltop Shelter Simsbury Disc Golf Course Shelter	Sycamore – Covered Bridge Sycamore - Amphitheater Sycamore - Gazebo
Sycamore Creek Soccer Field 2 Sycamore Creek Soccer Field 3 Anchored Base Set -\$25 (key issued)	*4 Pickleball Courts lined on Court 3 (Pickleball nets are not provided)	Willow Pond Park Shelter Diley Road Softball Shelter 1 Diley Road Softball Shelter 2	Olde Pickerington Village Gazebo
Reservation Dates and Fees \$60 F	ee (per time slot, per facility) \$30 - City	Resident Discount Fee / Non-Profit	Organizations
Starting Date:	Day(s) of Week Time Slot(s)	Notes (please attached separate docum	•
Ending Date:	Sunday 9:00am – 1:00pm Monday 1:00pm – 5:00pm		
Total Date(s)*:	Tuesday5:00pm – 9:00pm Wednesday		
*If reserve 10 or more dates at time of reservation, a \$10 discount per time slot applies. 10 or more softball field rentals will include a key to access anchored base set.	Thursday Friday Saturday	Fee: Total Time Slots	x Fee Amount = Total Fee

Facility Reservation Information

- Facilities may be reserved throughout the year from April 1 October 31. Reservations will be accepted after March 1 of each year. If reserving more than 10 dates, bulk reservations will be accepted beginning February 22. Restroom facilities are not available from November 1 March 31. Reservations must be made at least 72 hours in advance. Additional information including online reservations available at www.pickerington.net.
- Any person or organization holding an approved application shall receive a refund only if the Parks and Recreation Department is given proper notice to cancel or reschedule a reservation prior to two (2) weeks from the scheduled date of use. There is a \$15 processing fee to cancel a reservation.
- 3. In the event of a thunderstorm, severe weather or unforeseen circumstances, as determined by the Parks and Recreation Department, reservations will be rescheduled if possible or refunded. Reservations will not be rescheduled or refunded due to slight rain or cooler temperatures. Requests to reschedule must be communicated within 5 business days of the reservation date.
- 4. The group or organization using the facilities shall assure that:
- a. All park rules are followed.
- b. Damages made to the facilities or equipment during their time of use shall be their financial responsibility.
- c. Facilities shall be left clean and neat.

Registration is complete with full payment. Accepted methods of payment include: Cash, Checks made payable to City of Pickerington, VISA and MasterCard.

City of Pickerington charges a \$35 returned check fee

Waiver for Applicant

In consideration of permission granted to me or my child to engage in recreational activities and reservations, I, the undersigned, on behalf of myself, my heirs, executors, administrators and assigns, do hereby release and discharge the City of Pickerington, its employees, public officials, agents, officers, assigns and volunteers for any and all injuries suffered by myself and my child, claims, demands, actions, judgments and executions, which might occur on City of Pickerington premises and/or during City of Pickerington sponsored activities. I recognize and voluntarily accept all of the potential risks and hazards associated with participating in said activities, no matter how remote and unlikely. Further, I recognize the inherent danger involved in such activities and take full responsibility for my actions and physical condition. I hereby consent to receive medical treatment and hereby consent on behalf of my child to receive medical treatment, which may be deemed advisable in the event of injury, accident and/or illness during the event. I do hereby grant and give these groups the right to use my or my child's photograph or image with or without my or my child's name, both single and in conjunction with any persons or objects for any and all purposes including, but not limited to, private or public presentations, adversing, publicity and promotion relating thereto without compensation. I warrant that I have the right to cancel this agreement or make a decision on any situation not covered herein. I hereby acknowledge that he/she has read and agrees to comply with the terms and conditions of this agreement. For the consideration stated above, I hereby agree, on behalf of myself, my heirs, executors, administrators and assigns, to indemnify any, all or any combination of the aforesaid, jointly and severally and to hold harnless from and agrees to and latering, demands, liabilities, loss damage or expense of whatever kind of nature, including attorney's fees, which may at any time be incurred by reason of m

Signature			Date						
Payment Method:	Cash	Check Number Cr	redit Card – Please bill my (circle c	one): Mo	C or	VISA			
Name of Cardholder		Account Number		Expirat	ion Dat	e	CVC	Code	
Cardholder Signature			Date						

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Parks	Amphitheater	Arboretum	Basketball Court	Bike Trail	Community Garden	Covered Bridge	Drinking Fountain	Gaga Ball Pit	Gazebo	Green space	Grills/Fireplace	Ice Rink (Seasonal)	Parking	Pickleball Court	Picnic Tables	Playground	Pond	Putting Green	Restrooms	Shelter	Skate Park	Sled Hill (Seasonal)	Soccer Field	Softball Field	Swings	Tennis Court	Vending Machines
Colony Park										٠						•									٠		
Diley Road Softball Fields				•			•						•		•				•	•				2			
Olde Pickerington Village							•		•						•												
Preston Trails Park				•						•																	
Shawnee Crossing Park					•																						
Simsbury Disc Golf Course							•				•		•		•				•	•							•
Simsbury Park															٠	٠									•		
Sycamore Creek Park	•	•	•	•		•	•	•	•		•		•	•	٠	•	•	•	•	•	•	•	3	2	•	•	•
Victory Park			٠	•			٠				٠	٠	•		٠	•			•	٠					•		•
Willow Pond Park				•			•				•				٠	•	•		•	•					•		

Facilities	Electricity	Fields/Courts	Fireplace	Grills	Picnic Tables	Seating (approx.)	Restrooms
Diley Road Softball Fields		2					
Diley Road Softball Fields Shelter 1	٠				٠	30	•
Diley Road Softball Fields Shelter 2	•				•	30	•
Olde Pickerington Village Gazebo	•				٠	20	
Simsbury Disc Golf Course (18 Holes)		1					
Simsbury Disc Golf Course Shelter	•			1	•	50	•
Sycamore Creek Park Amphitheater	٠						
Sycamore Creek Park Basketball							
Sycamore Creek Park Covered Bridge	•						
Sycamore Creek Park Gazebo				1	•	8	
Sycamore Creek Park Hilltop Shelter	٠			1	٠	50	•
Sycamore Creek Park Moorhead Shelter				1	٠	50	
Sycamore Creek Park Pickering Shelter	•			1	٠	80	•
Sycamore Creek Park Pickleball Courts*		4					
Sycamore Creek Park Randy Hughes Skate Park		1					
Sycamore Creek Park Soccer Fields		3					
Sycamore Creek Park Softball Fields		2					
Sycamore Creek Park Taylor Tennis Courts		3					
Victory Park Basketball Courts		2					
Victory Park Terry O'Brien Shelter	٠		1	2	٠	95	٠
Willow Pond Park Shelter	•			1	•	50	•
*Sycamore Creek Park Pickleball Courts located on Tennis Court	t 3 (n	ets a	re no	ot pro	ovide	d)	

Park Rules

1. Parks open from dawn to dusk

2. Damaging or removing park property, natural features and wildlife is prohibited

3. No littering or dumping

4. Loud or disruptive behavior is prohibited

- 5. Advertising or commercial enterprise requires permission of the City Manager
- 6. No camping without a written permit from the City Manager
- 7. No fires except in designated areas
- 8. Hunting and trapping is prohibited
- 9. Pets must be on a leash no longer than 6 feet at all times and owners must pick up after their pets
- 10. No swimming, wading, or boating
- 11. Catch and release fishing only
- 12. No motorized vehicles except in designated areas.
- 13. Alcoholic beverages are prohibited.

Violation of any park rule may lead to ejection from the park or prosecution under the laws of the City of Pickerington.

Park Watch

Please be alert to safety hazards, vandalism and other crimes in our parks. Report crimes to the Pickerington Police Department at 614-575-6911.

Registration Information:



Reserve park space online at https://cityofpickerington.activityreg.com

In Person Bogistor in r

Register in person from 8:00am-5:00pm, Monday - Friday in City Hall, 100 Lockville Road

By Mail

Send completed registration form and payment to: City of Pickerington, 100 Lockville Road, Pickerington, OH 43147.



Drop-Box Located outside City Hall, 100 Lockville Road

By Email

Email the completed Facility Reservation Form with your VISA or MasterCard information to recreation@pickerington.net

Registration is complete with full payment. Accepted methods of payment include: Cash, Checks made payable to **City of Pickerington**, VISA and MasterCard.

City of Pickerington charges a \$35 returned check fee.

City Resident Discount Fee

You must live within the City limits of Pickerington, or be the spouse or child (26 years and under) of a resident to receive the City resident discount fee. Even though you have a

Pickerington mailing address, or live within the Pickerington Local School District, you may not live within the City limits.

Cancellation of Activities

The Parks and Recreation Department reserves the right to cancel activities due to low enrollment. Decisions to offer activities are based upon preregistration numbers and made 48-72 hours in advance of the start date. Register early to help avoid a cancelled or closed out activity. If an activity is cancelled or closed, you will receive a full refund in the form of a check; no cash or credit card refunds. Refunds take about 3 weeks.

Refund Before the Activity Begins

Refunds will be made only before the start of the activity, pool season or facility reservation for one of the following circumstances and a \$15 processing fee will apply:

- When the activity or pool season pass refund is requested at least seven (7) days in advance (except where otherwise noted) of the first activity meeting, provided it does not reduce the participation level below the required minimum.
- When the facility reservation refund is requested prior to two (2) weeks from the scheduled date of use.
- •When a refund request is completed and approved by the Parks and Recreation Department.
- No refund will be given for activities under \$15.
- No refund will be given for materials purchased.

No refunds will be given after the start of the activity