

DICKERSON PARK ZOO
Division of Springfield-Greene County Park Board

PAVILION RENTAL REGULATIONS
(updated September 2007)

- The picnic pavilion is available to small groups (up to 145 people) for up to four hours at the rate of \$40 for the entire pavilion (16 tables) or \$20 for half of the pavilion (8 tables). If rental is desired for more than four hours, the rate will be \$80 for the entire pavilion or \$40 for half of the pavilion. A special use application must be submitted at least three weeks prior to the event if you are wishing to bring “foreign” objects to the park, such as tents, stages, amusements, etc.
- The rental fee will be \$250 for large groups (145 or more individuals) using this pavilion (\$100 for non-profit organizations.) A special use application must be submitted at least three weeks prior to the event for all large groups.
- Payment is due 10 business days within making your reservation. You can mail in a check or drop off your payment at the office. If reservation date is less than 10 days from making the reservation, payment must be in the office by noon on the weekday prior to the reservation.
- Refunds will only be issued for cancellations made at least 10 business days prior to the reservation date. (A \$10 processing charge will apply to all refunds.) Since the pavilion is a covered picnic area, all rentals are rain or shine. **Refunds will NOT** be issued due to weather.
- The pavilion includes tables, two 20 amp electrical outlets, restrooms and drinking fountains. You will need to bring your own extension cords.
- There is absolutely NO alcohol allowed in the park.
- All music to be played in the park must be approved by the Director of Parks or designee. The Park Board is not responsible for the licensing of music played by renters. Volume of music must be kept below 75 decibels according to City Code #82-65.
- No nails or other objects of any kind may be embedded in trees or the pavilions. Masking tape or string may be used to hang banners.
- Parking is allowed only in designated areas. You may not drive on the grass for loading and unloading or any other purpose. Please stay on the pavement.
- The public sale of tickets, merchandise or materials is prohibited by City Ordinance.
- Cookers or grills are not permitted underneath the pavilion or restroom area.
- PLEASE leave the picnic area clean for others who may be using the pavilion after you.
- For health and safety reasons, please place all food and other trash in the containers provided.
- Any damage to public park property will be the responsibility of the rental party.
- Those wishing to pay and enter the zoo may do so as they wish; however, you must obtain a re-admit ticket before leaving in order to return to the zoo the same day. The pavilion reservation fee **does not** include zoo admission; however, if those using the pavilion enter the zoo as a group (15 or more paying individuals), the group discount will apply to zoo admission.
- The closing time for this park is 11 p.m. Please exit the park prior to the posted closing time.