

# Village of Glendale, Ohio

30 Village Square  
Glendale, OH 45246  
(513) 771-7200

## VILLAGE OF GLENDALE PARK RESERVATION AGREEMENT/CONFIRMATION

The parks in Glendale may be reserved by residents of Glendale for the purpose of family picnics, reunions etc. A Fifty (\$50.00) dollar cash or money order, refundable deposit is required to make a reservation.

Please see to it that the park area/picnic area is cleaned of litter and personal belongings, garbage bagged and placed in the Village truck that has been provided for your convenience.

Prior to your departure please contact the Glendale Police Department on-duty officer at **678-1017** to verify that your party is leaving the park in the proper condition so your deposit may be refunded. Failure to contact the Police department as well as failure to leave the park in proper condition will result in the forfeiture of your deposit. Your deposit may be picked up at the Village office during normal business hours 8:00-4:30 Monday thru Friday. *\*\*In the event the on-duty officer is unavailable or cannot be contacted, you must drop off this form in the mail slot at the Police Department (301 E. Sharon Avenue), and advise the officer by phone to inspect the park at their earliest opportunity. If you cannot make contact at the 678-1017 number, contact the Hamilton County Communication Center, non-emergency number at 825-2280 and request that a Glendale Officer contact you. **DO NOT CALL 911 FOR THIS PURPOSE.***

In the event of a conflict between parties as to who reserved the park and who did not, please contact the Glendale Police Department for assistance. (**678-1017**). It may be wise to carry this agreement with you to avoid the above-mentioned problem.

Your reservation of \_\_\_\_\_ Park in Glendale is for \_\_\_\_\_.

If there are any changes, corrections or cancellations to the above scheduled time, please contact Sally Wilson at **771-7200** or contact the Village of Glendale at **771-7200**.

We hope that you will enjoy your day at Glendale's Park.

\_\_\_\_\_  
*Signature of resident reserving park*

\_\_\_\_\_  
*Address*

\_\_\_\_\_  
*Contact Number of resident reserving park*

\_\_\_\_\_  
*Date deposit received*

\_\_\_\_\_  
*Name of Officer Verifying condition of park*

refund deposit    do not refund  
*please circle one*

\_\_\_\_\_  
Date deposit refunded/forfeited

Copy: Glendale Police Department  
Village Office