

# **Ashe County Parks and Recreation Facility Use Application**

Ashe County Park  
527 Ashe Park Rd  
Jefferson, NC 28640  
Hours: 8 am to Dusk



Family Central Gymnasium  
626 Ashe Central School Rd  
Jefferson, NC 28640

Name/Organization \_\_\_\_\_

Date of Event \_\_\_\_\_ Start Time \_\_\_\_\_ End Time \_\_\_\_\_

Purpose of Event: Company Party ☐ Private Party ☐ Birthday Party ☐ Church Event ☐

Fund Raiser ☐ Meeting ☐ Wedding ☐ Reunion ☐ Public Event ☐

Facility Requested \*(Capacity)

-----Mt. Jefferson Shelter (42-48)

-----All-Star Field

----- Multi-Purpose Field

-----Russ Blevins Shelter (32-48)

-----A Field

-----Gymnasium

-----Lake View Shelter (86-120)

-----B Field

-----Cafeteria (120-150)

**\*\*Please visit [www.asheparks.com](http://www.asheparks.com) for images of our facilities.**

**Rental fees are non-refundable.**

I certify that the intended use, as detailed above, is in compliance with said rules and regulations, application instructions and any specific use regulations and subject to advance payment of all rental fees, certification of insurance requirements (if required) and approval of the Ashe County Parks & Recreation, (ACPR), Director, or designated supervisor. I understand and agree that the county retains the right to cancel this permit at any time. (Applicant acknowledges that they are renting a public facility and as such, the county cannot guarantee activities surrounding the facility/shelter that may impact parking, sound, or view.)

Applicants hereby agree to hold ACPR and the County of Ashe free and harmless from any loss, damage, liability, cost or expense that may arise during or caused in any way by such use or occupancy of said facility. The applicant agrees to furnish such liability and/or other insurance for the protection of the public and the county, as the county may require. Applicant also agrees to leave the facility in the same condition as found before use.

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Date \_\_\_\_\_

Printed Name \_\_\_\_\_ Signature \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_

**\*\*\*\*In submitting this application, I certify that I have read and understand the guidelines for facility use and will abide by the rules and regulations set forth. \*\*\*\***

Office Use Only

Receipt # \_\_\_\_\_ Cash \_\_\_\_\_ Check # \_\_\_\_\_ Date Received \_\_\_\_\_ Staff Initials \_\_\_\_\_

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## **Cafeteria Reservations available Monday thru Saturday:**

### **Individual/Non-Profit**

**Half Day - \$50**

**Full Day - \$100**

**\*Half Days are 4 hours**

**\*Full Days are 8 hours**

**\*Max Capacity 150**

**\*Non-Profit Only**

### **Reservation Times:**

**Monday thru Friday 8am to 8pm – Saturday 10am to 8pm**

**\*\*NO Sunday Reservations**

# **Ashe County Parks and Recreation Facility Use Application**

## **Rules and Regulations for Cafeteria Rental**

- Consumption of alcoholic beverages on ACPR grounds is prohibited. Anyone found consuming alcohol will be required to leave the premises. Authorities will be notified if under-age drinking is involved.
- Smoking and/or tobacco products are not permitted indoors at any of our facilities to include restrooms.
- Several professional organizations are housed in the same building and will require access through the cafeteria to their work areas.
- Guests are confined to the rented rooms as described by the Facility Use Form except for restroom usage.
- Noise should be kept to a minimum Mon-Fri from 8 am - 5 pm.
- County employees may immediately terminate a rental with no refund of rental fees or deposits if any facility rental policies are violated.
- Renter agrees to reimburse the County for the total cost of damage to and/or replacement of County property and facilities for which the renter is responsible. Renter is also responsible for any extended costs which may include: exceeding the rental time period, exceeding the maximum number of guests, excessive clean up required by County personnel. The first \$50 will be taken from the deposit with any additional costs to be billed to the renter.
- The sale of any items, including refreshments, must be approved by the Parks and Recreation Department when booking the facility rental.
- The County reserves the right to deny a facility to any person or organization for any reason at any time. Scheduled rentals can be cancelled by County staff due to unforeseen circumstances in which case a full refund will be granted.
- Groups composed of minors (under 18 years old) must be supervised by a minimum one adult for every 20 minors. Minors must be under adult supervision at all times.
- Blocking emergency doors is prohibited. Exterior doors may not be propped open.
- The cafeteria could be rented immediately following your reservation, leaving staff with little time to properly prepare the facility for their arrival. The County is not responsible for personal property. Your property must be removed at the time of your departure.
- Staples, nails, tacks, or other holding devices cannot be used as they will damage the building. Decorations may be secured to the building with tape or string ONLY. If balloons are used for decoration please make sure that no materials, including un-inflated balloons, are left in the facility.
- Weapons are not allowed on county property. Possession on county property is a felony. Authorities will be notified.