



As a renter of a City of Pflugerville Parks & Recreation Facility, the following are your responsibilities with regard to your reservation at the Green Red Barn:

This facility has a combination lock on the door. Permit holder can get the combination to the lock ONE (1) day before your rental date by calling the Parks & Recreation Office at 512-990-6350 – you must provide your permit number to receive this code. It is strongly recommended that you bring your permit with you on the day of your reservation. If there is any dispute over your reservation with another party, please call the Parks and Recreation Office first at (512) 990-6350, if no answer please call the Pflugerville Police Department at (512) 990-6700 to correct the situation. **PARK RESERVATIONS ARE AN OUTDOOR EXPERIENCE. REFUNDS ARE NOT GIVEN FOR THOSE EXPERIENCES YOU MIGHT ENCOUNTER IN THIS OUTDOOR ENVIRONMENT (ants, bees, birds, leaves, weather, etc.).** Heritage Park is a public park. Permit holder may use the playscape, volleyball court, bocce ball court, or any grounds surrounding the park, but please note that they are not part of the reservation and must remain open to the public. Permit holder has a reservation for the Green Red Barn only. Reservation hours are 10am-10pm. **MAXIMUM CAPACITY FOR THIS FACILITY IS 125 PEOPLE.**

Please read and initial all of the following:

_____ Limited Handicap parking is available on the service road leading to the barn. ALL OTHER VEHICLES MUST PARK IN PARKING LOT. No Vehicles are permitted to park along the service road leading up to the barn, at the barn or park land near the barn. Vehicles may unload at the barn but MUST be parked in parking lot. The permit holder is responsible for all vehicles present and failure to comply with these parking regulations could result in being towed and/or hinder future reservations with Parks & Recreation Department (PARC).

_____ By City Ordinance Park curfew is 10:00 PM and is strictly enforced. **Rental periods include both set up and take down/clean up, and are made for your arrival and departure time. Please plan accordingly. Additional rental dates may be booked if additional set up/take down time is needed.**

_____ No live music, amplified sound, DJ's, or any equipment requiring the use amplified sound is permitted.

_____ Permit holder is responsible for providing any tables/chairs they will need for their reservation.

_____ Glass containers, of any kind, are not permitted in any Pflugerville Parks.

_____ Pets brought to your event must be on a leash per City Ordinance.

_____ Fireworks, candles, space heaters and ground fire pits are not permitted at any time.

_____ A charcoal grill is located for use in front of the barn, permit holders can bring their own gas grills for use outside the barn ONLY. After use, coals shall be thoroughly extinguished with water, cooled and disposed of in a trash receptacle.

_____ The Permit holder shall not be permitted to nail, adhere, staple, tack or otherwise physically attach materials to any part of the Barn. No balloons may be tied to the ceiling fans! The Permit holder assumes full responsibility for any damage to the facility and adjacent grounds.

_____ The Permit holder is responsible for making sure all areas used are left clean. A dumpster is located at the end of the service road leading up to the barn. Trash from your event will need to be put in that receptacle. Please make sure barn and access gate are locked when you leave.

_____ Alcohol is permitted in city parks, but NO glass containers of any kind. The permit holder is responsible for all persons present at their event.

_____ Smoking is not permitted inside the barn.

_____ The barn does not have AC or heat.

_____ Petting Zoos are NOT allowed.

_____ Cancellation Refunds are as follows:

Within 15 business days prior to event: Refund full reservation fee minus \$7 finance charge

Within 14 to 6 business days prior to event: Refund full amount as a credit on PARD account

Within 5 business days prior to event: NO REFUND or CREDIT on PARD account will be given

Refund requests take 3-4 weeks to process.

Permit holders shall indemnify and hold harmless the City of Pflugerville, its elected officials, directors, agents, and employees from all claims, demands, or expenses including, but not limited to, those from death, for personal or bodily injuries, or from property damages arising out of or in connection with the use of the premises of the Park, by users or arising out of acts of omission of users, their employees, agents, representatives, customers, guests or invitees.