



As a renter of a City of Pflugerville Parks & Recreation Facility, the following are your responsibilities with regard to your reservation at the Gilleland Creek Pavilion:

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.).** Driveway access to the pavilion is for loading/unloading your vehicle only. Gilleland Creek Park is a public park. Permit holder may use the playscape, basketball court, and the surrounding area, but please note that they are not part of the reservation and must remain open to the public. Reservation of the Pavilion does not give access to the Gilleland Creek pool. Permit holder has a reservation for the Gilleland Creek Pavilion only. Reservation hours are 10am-10pm. **MAXIMUM CAPACITY FOR THIS FACILITY IS 150 PEOPLE.**

Please read and initial all of the following:

- _____ Parking your vehicles or other vehicles in your party is NOT permitted anywhere other than the parking lot of Gilleland Creek Park. Parking is NOT permitted at the pavilion, along the service road up to the pavilion or on park grounds. You can pull up to the pavilion to unload and load but you MUST move your vehicle. 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 the Parks & Recreation Department (PARD).
- _____ City Ordinance Park curfew is 10:00 PM and is strictly enforced. Rental hours are 10am-10pm. **Rental periods include both set up and take down/clean up, and are made for your arrival and departure time. Plan accordingly.**
- _____ No live music, amplified sound, DJ's, or any equipment requiring the use amplified sound is permitted.
- _____ There is no electricity access at this facility. Plan accordingly. Lighting underneath the pavilion will turn on automatically once it becomes dark – please contact the Recreation Center at 512-990-6350 if automatic lighting does not turn on.
- _____ Glass containers, of any kind, are not permitted in any Pflugerville Parks.
- _____ Alcohol is permitted in Parks, but NO glass containers of any kind. The permit holder is responsible for all parties present at their event.
- _____ Pets brought to your event must be on a leash per City Ordinance.
- _____ Petting Zoos are NOT allowed.
- _____ Fireworks, space heaters and ground fire pits are not permitted.
- _____ The Park is public property. No Organization shall have the exclusive use of the Park nor may it ban the use of the Park by any other person. The Parks & Recreation Department is only assuring the private use of the Pavilion in your reservation.

_____ The Permit holder is responsible for making sure all areas used are left clean, trash and other refuse MUST be put in the dumpster. As part of your clean-up, all ropes, ribbons, balloons, signs, etc., used at the Pavilion area MUST be removed.

_____ The Parks & Recreation Department reserves the right to cancel this reservation due to adverse impact on the Park (i.e. heavy rains preceding the event). If the reservation is cancelled for these reasons by the Parks & Recreation Department, a full refund will be granted.

_____ 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.