



## City Centre Gazebo Terms & Conditions

Special events or activities in a St. Peters Park that will be open to the public or that are sponsored by a business or organization, may require additional licenses, permits and insurance. The permit holder is responsible for obtaining these items and should contact the Parks Department prior to scheduling a facility.

### Scheduling Information

- Saturday reservations are available at the following times: 8:30am-10:00am; 10:30am-12:00pm; 12:30pm-2:00pm; 2:30pm-4:00pm; 4:30pm-6:00pm; 6:30pm-8:00pm. Sunday through Friday reservations are available by the hour beginning at 9:00am through 8:00pm.
- Permits are issued for use of the gazebo from April 1<sup>st</sup> through October 31<sup>st</sup>.
- A valid Resident Privilege Card is required to receive resident benefits.
- The permit holder must pay all fees at the time the reservation is made.
- Use of the gazebo when not already scheduled is on a first come basis.

**Immediately report problems to a  
Park Ranger by calling**

**636-278-2222 (Dispatch Center)**

### Gazebo Rules & Regulations

- An authorized permit serves as an official reservation and must be presented upon request.
- Permit holder is responsible for leaving the assigned area(s) clean and in order. **Charges may be assessed if the area is left in an unacceptable condition. This includes flower petals and other decorations.**
- For the safety of all our guests, glass containers or decorations are prohibited at all outdoor facilities.
- Food and beverage is not allowed at the gazebo.
- Decorations must be attached to the Gazebo using the eyehooks provided, or tied to the structure. Use of nails, staples, tacks and tape is prohibited. All equipment and decorations used during your reservation must be removed by the expiration of your permit. This includes rose petals and other decorations on the ground.
- Lights at City Centre Gazebo are on a timer that will turn on at dusk. There are three electrical outlets at the gazebo with a 20-amp circuit. If the lights/outlets are not working, the Park Rangers may be called to reset the circuit.
- For the protection of birds and other wildlife, rice may not be used at the gazebo.
- Vehicles may be operated in designated traffic areas only. Trails and paved paths leading to the gazebo are for foot traffic only.
- Releasing of balloons or floating lanterns in City parks is not allowed.

### Changes/Cancellations

- Requests to make a change or cancellation to a permit will only be accepted by the permit holder.
- Changes to reservation must be requested 30 days in advance and will be honored pending availability.
- Cancellations must be made a minimum of 30 days in advance and a processing fee of \$10.00 will be retained.
- No refunds in case of inclement weather.

### Chair Rental

- Folding chairs are available to rent for use at City Centre Gazebo and are available as a group of 25 or 50.
- City staff is responsible for set up and take down of rented chairs. Chairs will only be set up on the concrete pad under the gazebo.
- Reservations for chairs should be made at least 30 days in advance to ensure availability. Chairs may be reserved in person at the Cultural Arts Centre or by phone at 636-477-6600 ext. 1624. Payment is required when the reservation is made.
- Permit holder is responsible for lost, stolen or damaged chairs. Replacement cost is \$30.00 per chair.

### General Park Rules & Regulations

- Permit holder is responsible for reparation of any damages arising from their use of St. Peters' facilities.
- Consumption of alcoholic beverages on City owned parking lots or within vehicles parked on the parking lots is strictly prohibited.
- Parking in designated spaces only. Law prohibits parking on grass.
- Parks are open from sunrise to sunset unless otherwise specified on usage permit.
- A certificate of insurance may be required.
- The City of St. Peters exercises a Hold Harmless Policy during all facility use/rentals. This releases the City from any claims that may arise out of accident or injury when using St. Peters' facilities.

**This information is intended to provide the most common rules and regulations which may apply. However, park usage is subject to enforcement of all State Laws & City Ordinances.**