Sharon Woods Birthday Party Policies

RESERVATIONS
Person reserving must be at least 18 years or older, assumes responsibility for their group and condition of the area after group has left the premises. Reserved area is for the exclusive use of the reserving group. Areas may not be opened to the public and collection of fees is prohibited. Reservations must be made at least 14 days in advance. Any child added after the initial reservation must be added on a minimum of five business days prior to the party.

Please be aware that the facility and surrounding areas are used throughout the year for Great Parks programs and special events. We cannot guarantee use of the picnic tables, shelters or lawn area for your birthday party group.

REFUNDS & RESCHEDULING
Reservation fees are refundable with written notice at least 14 days prior to reservation date. Reservations will not be canceled until written notice is received. Rescheduling a party requires a notice of at least 14 days and is subject to the availability of open dates.

CHECK-IN & SETUP
You may have access to the party room no earlier than 15 minutes prior to the party starting time. More than one party is scheduled per day for the area, so it is important that your group arrives and leaves on time. Parties will begin and end at times noted on the contract.

CHECK-OUT & CLEAN-UP
The reserving guest will be held responsible for any damage to the area. All garbage must be placed in provided receptacles and all decorations removed. Person reserving the facility will be invoiced for any damages or excessive litter.

TIPPING
Great Parks of Hamilton County is a government agency; staff and volunteers cannot accept tips or gratuities of any kind.

ALCOHOL
Alcohol is not permitted.

SMOKING POLICY / BY-LAWS
All public indoor spaces are non-smoking. All Great Parks’ by-laws and regulations apply to the area. Great Parks’ rangers may terminate, upon just cause, any occupancy at any time without a refund.

MOTOR VEHICLE PERMITS
Reservation fees include park entry for invited guests.

EMERGENCIES
For emergency assistance, call 911. For non-emergency assistance, call the rangers at 513-825-2280.

QUESTIONS
If you have any questions about the above guidelines, please call Great Parks at 513-521-7275 for assistance.