

# Fernbank Lodge Policies



## Reservations

Persons reserving a Lodge must be at least 18 years or older and assume responsibility for their group and condition of the lodge after group has left the premises. The Lodge is reserved for the exclusive use of the reserving group. Lodges may not be opened to the public and collections of fees are prohibited.

## Refunds & Rescheduling

Refunds will be issued only if the cancellation is made at least 30 days prior to the reservation date. Reservations may be rescheduled with 30 days or more notice. Refunds will not be issued due to inclement weather.

## Alcoholic Beverages

Beer, liquor and wine are permitted by reserving groups within reserved area only. If alcohol is being served, the guest must comply with applicable liquor laws. If alcohol is being sold, in any manner, the guest is to contact the State for applicable liquor permit requirements. If a permit is required, the guest must provide Great Parks of Hamilton County in advance of the reservation with a copy of the permit and proof of liquor liability insurance listing Great Parks of Hamilton County as an additional insured.

## Reserved Conduct & Bylaws

All Great Parks' bylaws and regulations apply to reserved areas. Great Parks' Rangers may terminate occupancy or remove individuals from the area with no refund or credit at their sole discretion. Conduct that could endanger the welfare of others or infringe on other's enjoyment will not be tolerated.

## Decorations

Decorations are limited to tabletops. Open flames are not permitted, so candles must be enclosed. No tape or pushpins are permitted to be used to affix anything to the interior or exterior walls of the building. Great Parks will post a sign at the Lodge indicating the group that is scheduled that day. All other signs are prohibited in Great Parks of Hamilton County, including the entrances.

## Vendors, Rental Equipment, Amplified Sound

The following must be pre-approved by Great Parks at least 15 business days prior to event date: inflatables, bounce houses, carnival games, game trucks, live animals/petting zoos, entertainers, etc. (Note: water attractions are not permitted); food trucks; on-site catering; DJs/live music; portable restrooms; equipment deliveries, event tents, etc. Click [HERE](#) for the Permission for Vendor/Rental Equipment/ Amplified Sound Form.

Deliveries must be made during period of occupancy with a member of reserving group present. All equipment, containers, etc. must be removed from the premises before final departure.

## Music & Sound

Noise or amplified sound (any sound which can be heard more than 20 feet from its source) is prohibited without prior approval, is only permitted at designated lodges, and must not disturb or interfere with any other activity outside the reserved area.

For approval of amplified sound consisting of speakers, microphones, amplifiers, etc., email a detailed request to [information@greatparks.org](mailto:information@greatparks.org) for review.

For approval of DJs, live music, etc., refer to the policies for **Vendors, Rental Equipment, Amplified Sound**.

## Conservation, Fires & Firewood

Cutting or chopping trees, limbs and vegetation, collection of natural materials, and molesting of wildlife is strictly prohibited. Fires are permitted in grills only. Please do not burn any garbage or any other materials that will emit excess sparks. Do not leave fire unattended and make sure fire is completely out before leaving the area.

## Check-in & Setup

A key lock box is located at the rear service entry door. An Access Code is provided on the reservation confirmation. Press each number button in sequence, press down on the upper slide button; remove the face of the lock box. Repeat sequence to place the face back into position inserting the lower edge first and the upper edge second. A \$25 fee will be charged for each missing key or lock box component. Contract holder is responsible for room setup; tables and chairs are provided. Fernbank Lodge air conditioning thermostat is pre-set at 75° F. Temperature cannot be adjusted.

## Check-out & Clean-up

The reserving party will be held responsible for any damage to area and for cleanup. All garbage must be placed in provided receptacles. Person/Group reserving the lodge will be invoiced for any damages or excessive litter.

## Motor Vehicle Permits

Fernbank Park is a partnership between the Cincinnati Park Board and Great Parks of Hamilton County. Motor Vehicle Permits are not required at this venue.

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## **Fishing & Swimming**

Fishing is permitted in appropriate bank fishing areas.  
Swimming is prohibited in Fernbank Park.

## **Smoking Policy/Park District By-Laws**

All indoor spaces are non-smoking.

## **Miscellaneous**

Participation in group gathering events or activities may result in injury or contracting illnesses including communicable diseases such as influenza, MRSA, Coronavirus, etc. Reserving a rental space at any location within Great Parks of Hamilton County is at your own risk.

As a matter of courtesy, our guests are to exercise good sense and respect for others. Please remember that we enforce our policies to protect our guests and the parks.

## **Emergency**

In case of an emergency, dial 911. For non-emergency response by Rangers, call 513-521-3980 or 513-825-2280.

## **Questions**

If you have any questions regarding the above guidelines, call Guest Services at 513-521-7275 for assistance.