

# Chart Room Policies



## RESERVATIONS

Persons reserving the Chart Room must be at least 18 years or older and assumes responsibility for their group and condition of the Chart Room after group has left the premises. The Chart Room is reserved for the exclusive use of the reserving group. Reserved facilities may not be opened to the public and collections of fees are prohibited.

## CORONAVIRUS (COVID-19)

COVID-19 is a contagious virus that spreads through person-to-person contact. Gathering spaces and indoor capacities have been adjusted to maintain social distancing. The Centers for Disease Control and Prevention (CDC) recommends social distancing be maintained as a means to prevent the spread of the virus. Communicating COVID-19 guidelines is the responsibility of the guest making the reservation.

## 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

As a licensed permit holder, Great Parks of Hamilton County must uphold the Ohio State Liquor Laws. Consequently all alcoholic beverages consumed on premise must be purchased in advance through Great Parks of Hamilton County Guest Relations. Purchased alcohol must stay within the Chart Room and all other alcohol is strictly prohibited from being brought into the facility. It is the client's responsibility to inform the guests of this.

## 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.

## DELIVERIES & DECORATIONS

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. Only tape may be used to affix decorations to Chart Room interior and tables; all tape must be removed at the end of the event by reserving group.

Signs are prohibited in Great Parks of Hamilton County including the entrances. Helium balloons are prohibited in the room due to potential damage of the ceiling fan.

## SOUND & ATTRACTIONS

Noise or amplified sound must not disturb or interfere with any other activity outside of the immediate area. No outside amplified sound, attractions or special equipment is permitted at Lake Isabella Chart Room.

## CONSERVATION, FIRES & FIREWOOD

Cutting or chopping of 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 a fire unattended and make sure fire is completely out before leaving the area.

## CHECK-IN & SETUP

If the boathouse is open upon arrival, please notify the attendant inside. A key lock box is located at the main 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. The reserving group is responsible for room setup. Ten 36-inch square tables and 40 chairs are provided.

## CHECK-OUT & CLEAN-UP

If the boathouse is open upon departure, please notify the attendant inside. The reserving party will be held responsible for any damage to the area and for cleanup. All garbage must be placed in provided receptacles and all decorations taken down. Person/Group reserving the lodge will be invoiced for any damages or excessive litter. Return keys to lock box.

## PARKING

Parking is restricted to the lots in the area. Drive and turn around at the facility is for loading and unloading only. This is a fire lane; no parking is permitted.

## MOTOR VEHICLE PERMITS

Reservation fees include park entry for invited guests.

## FISHING & SWIMMING

Swimming is prohibited at all facilities. Fishing is permitted with the purchase of a fishing permit from the boathouse.

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## **SMOKING POLICY**

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 emergency, dial 911. For non-emergency Ranger response, call 513-521-3980 or 513-825-2280.

## **QUESTIONS**

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