

## Salt Lake City Public Lands Pavilion Rentals Waiver

In case of any problems, questions, or concerns, please call Salt Lake City Public Lands at 801-972-7800 before 4:00 pm on weekdays. **If after 4:00 pm or on weekends or holidays, please get in touch with Salt Lake City First Response at 801-535-2345.**

**PLEASE READ THIS WAIVER IN ITS ENTIRETY. YOU ARE RESPONSIBLE FOR ALL ITEMS LISTED BELOW, WITH NO EXCEPTIONS.**

- **Take reservation permit with you to the park.**
    - Take your permit with you to the park on your reservation day. This permit is proof of your reservation and gives you the right to use the facilities.
  
  - **Half-day reservations**
    - If you have a half-day reservation from 8 am to 2 pm at Liberty or Washington Park, you must entirely vacate the pavilion premises by 2 pm to allow for cleaning for the next half-day reservation.
    - If you require more time, we encourage you to make a full-day reservation 3 business days before your reservation.
  
  - **Reserving, changing and canceling pavilion reservations**
    - All new pavilion reservations must be made a minimum of 3 business days before the selected reservation date.
    - Account credits are only allowed for cancellations made at least 7 days in advance.
      - No refunds, no exceptions.
    - You may change your reservation date, time, or location with a minimum of 3 business days prior to the selected date.
      - All reservation changes are subject to availability.
    - Contact us via one of the following ways to make changes to your reservation or to cancel it:
      - 801-972-7860 (Parks reservation line)
      - 801-972-7800 (Public Lands main line)
      - [parks@slcgov.com](mailto:parks@slcgov.com)
- Our hours are Monday – Friday, 7AM – 4PM

- **No Vehicles allowed on Grass**
  - Vehicles must be parked in designated parking spots only.
  - No vehicles on parks grounds except in designated parking lots. No driving on the grass to drop stuff at your reservation.
  - Your group will be charged extra fees if you damage the grass or irrigation system.
  
- **Power & water**
  - There is limited power (15 amps) in the pavilions—enough to run one small electric appliance.
  - No water is supplied for reservation usage. The only running water source in SLC Parks are the drinking fountains.
  
- **Amplified Sound**
  - You can play one string acoustic instrument – such as a guitar or banjo – or phone playing music at your pavilion. The sound may not leave the perimeter of your pavilion. Please be respectful of those around you. Amplified music is *not allowed* in the pavilions without a special event permit: bands, amplifiers, DJs, loudspeakers, and speaker systems all require a special event permit.
  
- **Clean up the Pavilion when you are Finished**
  - Place All paper and food in trash containers at the facility or carry them out with you.
  - Please use the recycling bins provided at each pavilion for your recyclable items.
  - Cooking of food must be done in appropriate areas. We do not allow hot stoves, grills, or hibachis on the picnic tables.
  - When roasting food with rotisserie, grease needs to be contained; fees may be assessed if the grease is not contained. Damage to City property varies based on damage cost.
  - If you need an extra trash bin for your pavilion reservation, call the Parks Division at least one week in advance to notify us.
  - You may be charged additional fees if your pavilion site is left excessively dirty for our Parks Division crews to clean up.
  - Do not place hot coals in trash containers.
  
- **Pavilion Conditions**
  - It is essential that you indicate on your reservation booking what time you will arrive at the pavilion.
  - The Parks Division cannot ensure the pavilion's condition if you arrive before your start time due to cleaning. Someone else could use the pavilion if you arrive after your start time. It is best to arrive on time.

- **Athletic Fields:**
  - Athletic Fields, except Washington Park, are not included in pavilion reservations.
    - To reserve a field alongside an accompanying pavilion reservation, contact (801)972-7800.
- **No food trucks or vending/selling without a special event permit**
  - Non-food truck catering is permitted only; all money exchanges must be made outside SLC Park space.
  - For special event permitting, see: [Event Permits | eventpermits@slcgov.com | 801-972-7815](#)
- **Groups with more than 250 attendees**
  - If you wish to hold a gathering in one of our parks or pavilions that will have more than 250 people in attendance, you must have a special event permit.
  - Contact the Special Events Permitting Office: [Event Permits | eventpermits@slcgov.com | 801-972-7815](#)
- **Inflatable Devices (Bounce Houses)**
  - If you plan to set up an inflatable device, you must have a pavilion reservation. You must notify the Parks Division at 801-972-7800 at least 2 weeks (14 days) before your reservation date.
  - You must get a \$2,000,000 (two million) commercial general liability certificate that names SLC Corporation as co-insured; insurance certificates can be obtained from the company that supplies the inflatable device.
    - It is your responsibility to ensure that SLC Parks gets the evidence of insurance before the reservation date. **Email the insurance certificate to: [publiclands@slcgov.com](mailto:publiclands@slcgov.com) at least a week before your reservation.**
    - The SLC Parks Division must approve all inflatable devices. You must reserve and pay for the athletic field (based on availability) to set up inflatable devices on athletic fields.
    - NO WATER INFLATABLES – DRY ONLY!
    - No extra power will be supplied for inflatable devices, and you must make your power arrangements with the company that provides the inflatable device.
    - No stakes allowed in the ground. Orange flags must mark all rope ties; nothing can be attached to trees.
    - Group reserving inflatable devices must provide an adult to monitor each device until the inflatable is removed from the park facility.
    - Inflatable devices are to be used by the reserving party only. NOT OPEN TO THE PUBLIC!

- **Miscellaneous Park Rules**

- The following are NOT allowed in SLC Parks:
  - ALCOHOLIC BEVERAGES ARE PROHIBITED IN CITY PARKS, SLC CODE 15.08.050
  - SMOKING IS PROHIBITED IN CITY PARKS, SLC CODE 15.30.010
  - DUNK TANKS
  - WATER SLIDES AND SLIP AND SLIDES
  - WATER BALLOONS
  - PETTING ZOOS
  - ANIMAL RIDES
  - PONIES
  - ROCK CLIMBING WALLS
  - PINATAS
  - CONFETTI
  - OPEN FIRES
  - STAKES IN THE GROUND TO SECURE TENTS
  - ATTACHING ANYTHING TO TREES

For questions on these items, contact Events Permitting Office: [Event Permits | eventpermits@slcgov.com](mailto:eventpermits@slcgov.com) | 801-972-7815

**BY COMPLETING THIS RESERVATION, YOU ARE AGREEING TO ABIDE BY ALL THE RULES & REGULATIONS OF THIS FACILITY.**