

## **Basic Rules for Use of the Parks & Facilities:**

- **Keys to the restroom facilities may be picked up 2 hours in advance of reservation time.** Bring a valid driver's license to the Forest Park Police Department (1203 W. Kemper Road) with the signed and confirmed reservation request form in order to be able to pick up the keys. **All keys must be returned immediately following rental** in order to ensure that all other groups and renters have the same opportunity to use the facilities.
- **Lock restroom facilities securely after rental and clean rented area by picking up loose trash and extinguishing any hot coals in the grills.** The park should be left as you found it so that others may enjoy the City's parks and facilities.
- **All reservation fees must be paid in full in order for the reservation to be confirmed.** Checks are made payable to the CITY OF FOREST PARK. No dates will be held if there are outstanding fees owed for use of the facilities.
- **Review the City Charter Rules for use of the parks and facilities with all members of your party. As the renter of a park or facility, you are held responsible for violation of any of these rules by those in your group.**
- **If you wish to serve alcohol in the City parks during your rental, you must write a letter requesting permission from the City Manager.** The City Manager will mail a response to you after reviewing your request and its compliance with City Codes.
- **Kemper Meadows soccer fields #1, #2, and #3 are to be used for reserved soccer games only.** The Parks and Recreation Commission established this rule in an effort to be able to maintain the fields in safe, playable conditions for the many soccer teams in the area.
- **The Central Park football field is to be used for youth football games only.** The Parks and Recreation Commission established this rule in an effort to be able to maintain the fields in safe, playable conditions for the youth football teams in the area.

Thank you for your cooperation with all the rules for use of the Forest Park Recreation Facilities and Parks. The City is proud of the clean, safe, and natural park areas available for resident use. The City also hopes that you enjoy your stay in the many parks of Forest Park.