



Moorefield Parks and Recreation

206 Winchester Avenue Moorefield, West Virginia 26836
Phone: 304-530-6142 Park: 304-530-2420 Fax: 304-530-6933
Email: mflparks@hardynet.com

PICNIC SHELTER RESERVATION

Gazebo

Full Day \$40 : 8am - 8pm
Half Day \$25 : 8am - 1pm or 3pm - 8pm

Shelter #1

Full Day \$60 : 8am - 8pm
Half Day \$35 : 8am - 1pm or 3pm - 8pm

Shelter #2

Full Day \$60 : 8am - 8pm
Half Day \$35 : 8am - 1pm or 3pm - 8pm

Shelter #3

Full Day \$60 : 8am - 8pm
Half Day \$35 : 8am - 1pm or 3pm - 8pm

Shelter #3 w/ Kitchen

Full Day \$90 : 8am - 8pm
Half Day \$50 : 8am - 1pm or 3pm - 8pm

Shelter #4 / BBQ PIT

Full Day \$60 : 8am - 8pm
Half Day \$35 : 8am - 1pm or 3pm - 8pm

Shelter #5

Full Day \$60 : 8am - 8pm
Half Day \$35 : 8am - 1pm or 3pm - 8pm

Shelter #6

Full Day \$60 : 8am - 8pm
Half Day \$35 : 8am - 1pm or 3pm - 8pm

Shelter #5 or #6 w/ Kitchen

Full Day \$90 : 8am - 8pm
Half Day \$50 : 8am - 1pm or 3pm - 8pm

* IN ADDITION A \$100 SECURITY DEPOSIT IS REQUIRED WHEN RENTING THE KITCHEN *

**RESERVATIONS ARE ON A FIRST COME FIRST SERVE BASIS UNTIL APPLICATION AND FULL PAYMENT IS RECEIVED AT THE TOWN OFFICE.
PLEASE MAKE ALL CHECKS PAYABLE TO THE MOOREFIELD TOWN PARK**

Name: _____
Address: _____
Phone: _____
Email: _____

Event Date: _____
Event Time: 8am - 1pm 3pm - 8pm 8am - 8pm
Occasion: _____
Total: _____
Received: _____

THIS IS THE CONFIRMATION OF YOUR RESERVATION. PLEASE BRING IT WITH YOU ON THE DAY OF YOUR RESERVATION.

Rules and Regulations for ALL Shelter Reservations:

1. **A 30 DAY NOTIFICATION OF CANCELLATION IS REQUIRED TO RECEIVE A FULL REFUND OF FEES PAID.**
2. **NO** ALCOHOLIC BEVERAGES.
3. **NO** TOBACCO USE.
4. **NO** VEHICLES ON THE GRASS.
5. **NO** LITTERING. The renter is responsible for the cleanup of all trash from the shelter and surrounding area. A damage/cleanup fee may be charged if the shelter is not left in good condition.
6. **NO** FIRES. Smaller charcoal burning fires are limited to the barbeque grills. Never leave the grills unattended. All grills must be cool to the touch before leaving the premises. This should be done by spreading out the coals and dousing them with water until extinguished.
7. **NO** DJs, bands, moon bounces, inflatables, dunk tanks or petting zoos are permitted without prior approval from the Moorefield Town Council.
8. If any problems should arise with your shelter reservation, you may contact the Park Director at 304-851-2913.

THANK YOU FOR CHOOSING THE MOOREFIELD TOWN PARK FOR YOUR SPECIAL EVENT, FUNCTION OR MEETING