



Elmore County Commission

*100 East Commerce Street, Suite 207 • Wetumpka, Alabama 36092
Phone (334) 514-5841 • Facsimile (334) 514-5842 • www.elmoreco.org*

CRENSHAW COMMUNITY PARK RENTAL POLICIES

Thank you for your interest in renting Crenshaw Community Park. You are welcome to use the Park and pavilion on a first come first served basis from 8:00 a.m. to dusk throughout the summer season without charge or reservation unless the pavilion has been reserved for a party, reunion or other special event. If you wish to reserve the park pavilion and/or use the warming kitchen, you must obtain application approval notification.

Application Process

- **Submittals:** General public renters must submit their application to the Elmore County Commission no less than one month (30 days) in advance of the requested rental date. If submittal dates fall on a holiday or weekend, the following business day will apply.
- **ALL FEES ARE DUE TWO WEEKS IN ADVANCE OF THE RENTAL DATE** by cash payment, money order or cashier's check payable to the Elmore County Commission. Include Crenshaw Community Park in the memo.
- **An application may be denied if:** 1. The Park is not available. 2. The applicant has an unsatisfactory use record. 3. The applicant does not provide a complete application form or fails to meet the application deadline. 4. The rental could be detrimental to the best interest of the County as determined by the County Commission.
- **Each applicant shall be at least 21 years of age** and act as the coordinator of all rental matters. Each application must contain complete information.

FEE SCHEDULE AND REFUND POLICY

- **Security Deposit** – A Security Deposit of \$200 is due at the time the application is made (30 days in advance of the event). Deposits will be refunded except for rental costs and/or for damage to County property or for failure to comply with general park policies.
- **Rental Fees** – All rental fees are due two weeks (14) days prior to the rental date.
- **Rental Fee Schedule:**
 - Pavilion** - \$75
 - Concession Area including meeting area (no food or drink permitted in meeting area)** - \$125
 - Tables and Chairs (for use under the Pavilion only)** - \$50
 - Inside Buildings (meetings only)** - \$50 + **Key Deposit** (fully refundable at time key is returned) - \$25
 - Ball Field** – may be reserved at no charge
 - Popcorn Machine (use requires a Board Member to be present)** - \$50
 - Hotdog and Bun Warmer Machine (use requires a Board Member to be present)** - \$50

- **Cancellations** made within ten (10) days of the rental date will automatically result in the forfeiture of \$50 of the Security Deposit.

General Policies

All renters are required to abide by the following general policies. **Failure to abide by these conditions may result in the forfeiture of renter's Security Deposit.**

- **Crenshaw Park is open** daily during the summer from 8:00 a.m. until dusk. Park rentals are available only during regular park hours.
- **Renters will abide by all Park Rules as follows:** speed limit 5 mph, licensed drivers only, no parking on grass, no cooking under pavilion or in any building, use of Popcorn and/or Hotdog machine/s requires a Park Board member to be present during use, county buildings are smoke free; no alcoholic beverages, drugs, littering, solicitation, weapons, or 4-wheelers or other off-road vehicles.
- **Clean Up:** Park renter is responsible for leaving the park area clean after using. All trash must be put in trash cans and emptied into on-site dumpster.
- **Renters only have reserved rights** to park area specifically described in the approved application. Park restrooms, play structures, ball field and other amenities shall remain available to the general public.
- **The Elmore County Commission and the Crenshaw Community Park Board is not responsible** for personal injuries or for damaged or stolen property.
- **Renters must obey Park Attendant** at all times. Any disturbances requiring police intervention will be an automatic forfeiture of deposit and suspension of rental rights for 90 days or longer depending on circumstances.

QUESTIONS OR NEED ASSISTANCE

If you have any questions or need assistance, please call the Elmore County Commission Office at 514-5841.