

Rental Facility Guidelines

Yellow Creek Lodge, Captain J. Struthers Pavilion (in Yellow Creek Park in Struthers)



Mill Creek MetroParks provides:

Yellow Creek Lodge accommodations:

- Traditional banquet hall with air conditioning
- Kitchen with sink, stove/oven, refrigerator, 60-cup coffee maker, gas-log fireplace
- Capacity:
 - Through approximately the end of 2017: Maximum attendance is 80 people; 72 is more comfortable.
 - Setup has ten (10) 8' rectangular tables with chairs to seat 80, and four (4) buffet tables (8', 6', two 4')
 - Beginning approximately January 2018: Maximum attendance is 72 people.
 - Setup has nine (9) 5' round tables with chairs to seat 72, and four (4) rectangular buffet tables (two 5', one 6', and one 8')
- Alcoholic beverages are permitted to be served, not sold.
- Building is handicapped accessible, including restrooms
- Available to rent any day in the year except Christmas Eve, Christmas Day, New Year's Day; your choice of hours between 7 a.m. and 12 midnight

NEW

Captain J. Struthers Pavilion accommodations:

- Picnic Tables w/benches to seat a maximum of 96 people
- Electricity, grill
- Alcoholic beverages are prohibited
- Rents seasonally

General accommodations:

- Restrooms in vicinity
- Public parking for 50 vehicles
 - Must traverse on a bridge over the creek to get to the facilities.
- Playground, tennis & Pickleball, hiking trails, running water
- Both facilities cannot be rented out to two separate groups at one time, however, one group can rent both facilities, as long as the attendance remains below 100

Room photos are online at: <http://www.millcreekmetroparks.org/visit/places/reserve/>

You are agreeing to, and are responsible for:

- ★ Using the facility only during the time for which you have paid, which includes setup/decorating, deliveries, cooking, and cleanup.
 - The attendant will unlock the doors a few minutes prior to the time you have rented, and remain on the premises during your event; the attendant will also lock the doors at the end of the time you have rented.
- Anything brought in to facility **MUST** arrive during the rental time and **MUST** be removed by end of rental time.
- Adhering to the maximum attendance limits as listed above.
- The conduct of your guests, and making them aware of the *prohibited* items listed below:
 - Smoking, gambling, disorderly conduct, boisterous or profane language
 - Helium balloons, tacks, nails, confetti, water balloons, chalk, silly string, glitter
 - Products which produce smoke indoors
 - Music that is played loud enough to disturb or be offensive to other MetroParks visitors
 - Ticket sales or admission fees, sale of food, beverage, article, privilege, service, or subscription
 - Soliciting donations or collections for any purpose
 - Children & teenage groups are not permitted to use a facility without being adequately chaperoned during the entire event.
 - Pets or animals
- Leaving the facility, grounds, and parking lot in the condition you found it; clean and undamaged
- Putting all trash in appropriate bins
- Turning off faucets, stove, and lights

Agreement

- At the time of payment, you are agreeing to be bound by these guidelines, and by the General Rules and Regulations of Mill Creek MetroParks which can be found on our website.
- Failure to abide by these rules and regulations, and failure to use MetroParks' facilities in a responsible manner could cause your permit to be revoked with forfeiture of the reservation fee, and the responsible party will be billed.

Transfers | Changes | Cancellations

- Your receipt number must be provided to us in order to make a transfer, change, or cancellation.
- Reservations may be transferred to another date or to another facility up to 10 days in advance of date reserved.
- An original reservation may be transferred a maximum of two (2) times, after that, it will be treated as a cancellation.
- ★• Timeslot may be changed up to 72 hours in advance of date reserved.
- When cancelling a reservation that has been transferred, the refund schedule is based on the original date reserved, not the transferred date.
- Refunds will be processed within 5 working days after the cancellation is received, according to the cancellation schedule below.
 - Prior to 60 days before reserved date 85% refund
 - 30-60 days before reserved date 50% refund
 - Less than 30 days before reserved date no refund

Address/Directions

These two facilities are in Yellow Creek Park in Struthers, Ohio, 17 Lowellville Rd.

For a printable map, visit our website at <http://www.millcreekmetroparks.org/visit/publications/visitor-guide-and-maps/>

(Floorplan coming soon!)

Received: _____

Date _____

MetroParks Police 330.744.3848
Yellow Creek Park Manager 330.755.7275
Administrative Office 330.702.3000

updated capacity numbers 10/24/17