



9. Rental groups are responsible for all equipment, valuables, and clothing left in the Park Shelter.
10. Rental groups must assume all responsibility in case of accident or injuries to persons during rental.
11. Rental group shall agree to pay for all damages and losses that might occur to the premises being rented.
12. No alterations or additions in or to the premises shall be made; no holes shall be made or drilled in any part of the structure for any purpose.
13. **There is no electricity available.**
14. ***Vehicles must be parked in legal parking areas. There is no parking allowed on the park grounds.***

**Procedures For Reserving Park Structures:**

1. Permits must be obtained in person at the Recreation Office at the Department of Public Service, 1600 N Campbell Road, on the east side of Campbell, just south of 12 Mile Road, Monday through Friday, 8:30 am to 5 pm.
2. Royal Oak Residents may rent a shelter on a first come, first served basis beginning the first working day of January through June 1<sup>st</sup>. Non Residents may submit requests beginning June 2<sup>nd</sup>.
3. Proof of residency must be furnished upon request.
4. Rental fee is payable to *ROYAL OAK RECREATION* at time of application. We accept cash, check, VISA, Discover or Mastercard.

*Revised 4/27/11*