



9160 Robinson Road
Chardon, Ohio 44024
440-286-9516
www.geaugaparkdistrict.org

**GEAUGA PARK
DISTRICT**

Special Use Permit - Catering Request Form

Name of Company: _____

Address: _____ City: _____

State: _____ Zip: _____ Phone Number: _____

Customer Name: _____ Date of Event: _____

Dimensions of catering vehicle/mobile equipment: _____

Where will it be parked on Park District property? (Explain or attach diagram.)

What type of fuel does the catering equipment use? _____

Please also provide copies of the following and attach to this form:

- Vendor's Permit (if applicable)
- Proof of Liability Coverage in the Amount of \$1 Million
 - Geauga Park District must be named as "additional insured"

Caterers are responsible for sanitary cleanup of Park District facilities after events. This includes trash removal, sweeping/mopping of floors and general clean up. Failure to comply will result in additional billing of the caterer by Geauga Park District for cleaning service, unless determined otherwise by the Park District. Caterers are also responsible for complying with local, state and federal health and safety regulations and requirements, conforming with workers' compensation requirements, and if alcoholic beverages are to be served, conforming to Ohio Department of Liquor Control rules and regulations, laws of the state of Ohio and the Park District's approved alcohol guidelines.

In accordance with Park District Rules and Regulations, Section 15.1, *no alcohol sales are permitted.*

Please send this completed form to Geauga Park District, Attn: Kathy Hanes, 9160 Robinson Road, Chardon, OH 44024; scan and email it to khanes@geaugaparkdistrict.org; or fax it to 440-279-0826.