

# The Lewis & Ruth Affelder House • 15139 Chillicothe Road, Russell Township

## GUIDELINES FOR USE

Welcome to **Geauga Park District's Affelder House in The West Woods**. This facility may be reserved from 6 AM to 11 PM by phone or in person on a first-come, first-served basis.

**In order to ensure the facility is well maintained for all who use it, we ask that you observe these guidelines:**

- Adhere nothing to walls, ceiling, windows or signs. Do not place signs or balloons on road signs.
- A keypad lock secures The Affelder House. After a reservation has been made, a code will be provided to you which will unlock and lock the facility. YOUR RESERVATION PERMITS ACCESS TO THE AFFELDER HOUSE ONLY ON THE DAY AND TIME SLOT OF YOUR RESERVATION. YOU MAY NOT SET UP THE SPACE EARLY.
- Before leaving, return the house to the condition in which you found it: cleaned, furniture in original positions, and trash in covered indoor containers. Upon departure, please remember to reset the keypad lock by entering the provided code.

**Amenities inside**

- Maximum capacity: 40 people.
- Three dining tables with seating for 20 (dining chairs with backs) and three high-top/serving tables with seating for 9 (stools, no backs).
- 55" Smart TV, free wi-fi and electrical outlets. Computers may be hooked up to the TV via HDMI; wireless & cable connections are available. Do not plug in more than 3 items per outlet to avoid overloading circuit.
- Water, refrigerator, microwave, coffee maker and sink available. Cleanup required. No cooking facilities available inside.
- Alcohol is permitted indoors only. Alcohol is not permitted in areas adjacent to the lodge such as trails, the parking lot, roads or the restrooms.
- Heat is available at the Affelder House. A utility fee is charged year round, and a heat surcharge October 15 through April 15. Preferred method of payment is credit card (Visa or MasterCard). Patrons may also opt to have heat during other months and pay per session at the time the reservation is made. Late requests for heat require a 3-day notice.
- Fireplace. Please bring your own firewood. A limited amount of firewood may be provided, however, cannot be guaranteed.
- Smoking and pets are not permitted in The Affelder House.

**Amenities outside**

- Maximum parking capacity: 16 vehicles. There is room for one bus to turn around. ADA accessibility is available from the parking area.
- Charcoal grill and 2 picnic tables on the stone patio.
- The Affelder House is surrounded by sensitive natural areas. Signage directs toward trails for outdoor enjoyment of The West Woods.

**FIREPLACE OPERATION**

**Starting the Fire:**

- 1) Use paper and kindling.
- 2) Do not use flammable liquids such as lighter fluid, charcoal starter, gasoline, etc. on the fire or in the fireplace.
- 3) Keep the fire small.
- 4) Add a few logs at a time.
- 5) Do not overfill the fireplace.
- 6) Do not cook in the fireplace.
- 7) Keep the screen in front of the fireplace at all times.

**Leaving the Fire:**

- 1) Allow the fire to burn down.
- 2) Coals may be left in the fireplace.
- 3) Do not extinguish the fire with water as it will crack the stone structure.
- 4) Replace the fireplace screen in front of the fireplace before leaving the lodge.

**Reservations must be made at least 3 days in advance. To receive a fee refund, cancellation must occur at least 7 days prior to the reservation date. Fees are nontransferable.**

**In the event of an emergency, call 911.** For non-emergencies or assistance, call the park office at 440-286-9516. After business hours, call Geauga County Sheriff's Office at 440-286-1234 for a ranger.



GEAUGA PARK DISTRICT

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