

## LARRY ALLEN PAVILION REGULATIONS

1. Reservations may be made at Oswego City Hall, 703 5<sup>th</sup> Street, Oswego Ks, Monday thru Friday, 8 am to 5 pm, or by calling 620-795-4433. Reservations are subject to availability through the Labette County Fair Board.
2. Fees – There will be no fees charged for reserving the Pavilion if in conjunction with renting the Community Building. However, if wanting to reserve the pavilion as a stand-alone reservation, the fee is \$25. Payment is to be made at the time the reservation is made.
3. Refund of Fees – If reservation is cancelled within 48 hours of use, a full refund of the reservation fee is made.
4. Hours – The Pavilion can be used between 8:00 a.m. and 11:30 p.m. There shall be no band performing or loud music played after 11:30 p.m. on the weekends and not after 10:00 p.m. on Sunday through Thursday nights.
5. Clean Up – All trash is to be picked up and placed inside dumpster(s) after the event is over. No confetti of any kind can be used at the Pavilion. All decorations must be removed once the event is over. Abuse of this regulation will require additional fees to be charged for use of the Pavilion.
6. Alcohol Use – No alcohol is to be served at the Pavilion. If the use of the Pavilion is in conjunction with rent of the Community building and alcohol is served inside the Community Building, patrons may have alcohol within the area between the two buildings, not any outlying perimeter. NO alcohol will be permitted at the Pavilion during the Labette County Fair. NO alcohol will be permitted if there is a youth sporting event at area adjacent to the Pavilion. NO alcohol is permitted to be carried onto the city street or parking lots. NO alcohol is allowed at the Pavilion if it is a stand-alone reservation and not in conjunction with rent of the Community Building. If problems arise or abuse of these regulations occurs, the Governing Body can rescind this privilege without prior notification.
7. Tables and Chairs – There are no tables and chairs for use at the Pavilion. No tables and/or chairs are to be removed from the Community Building for use at the Pavilion. Picnic tables are available for use at the Pavilion. The number of picnic tables needed must be coordinated with the City Office at least 3 days before the event.

I, \_\_\_\_\_, the undersigned, do hereby attest that I have read these regulations and understand them. I realize that any abuse of these regulations would jeopardize my ability to use the facility in the future.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature