



CHANHASSEN PARK RENTAL INFORMATION

1. At the time of reservation, reservations will be recorded tentatively. Prospective picnic groups have two weeks to pay picnic fees & sign a copy of the reservation contract; if this does not occur, the reservation will be canceled.
2. Facility Reservation Contracts will be emailed to you. Contracts can also be mailed if requested. A signed copy must be signed and returned by one of the methods below, and a signed copy should be retained for your records. Please have a signed copy present during the time of your reservation.

Chanhassen Parks and Recreation
7700 Market Blvd.
P.O. Box 147
Chanhassen, MN 55317

OR

Mitchell Czech
mczech@ci.chanhassen.mn.us

3. No nails, staples, scotch or duct tape may be used if decorating a shelter/pavilion. Blue painters tape, masking tape, or Command hooks may be used. All decorations and materials must be removed before leaving. Facility users are responsible for any damage.
4. Do not attempt to drive spikes (metal or otherwise) into the ground as underground utility lines may be present. Only freestanding canopies are allowed.
5. The reserving group is responsible for cleaning the reserved area. Garbage cans are provided.
6. Picnic groups are permitted to have malt beverages (beer) and wine. Kegs and boxed wines are also permitted. All other forms of alcohol are strictly prohibited.
7. Glass containers are not permitted.
8. Pets are not allowed in Chanhassen City Parks. Please leave them at home. Petting zoos and other contracted animal services are not permitted.
9. Inflatables may be set up, however they cannot be anchored in the ground using stakes because of underground utilities and irrigation lines. Alternative anchors must be used. The City of Chanhassen is not responsible for accidents or injuries due to inflatable use. A Certificate of Insurance is required naming the City of Chanhassen as an additional insured. A \$1 Million Total Liability Coverage Certificate must be provided 14 days prior to scheduled event.
10. Concessions & Watercraft rental are available at Lake Ann Park from 11am – 7pm from Memorial Weekend – August 15 (pending weather). Lifeguards are also staffed daily from 11am – 6pm from Memorial Weekend – August 15 (pending weather). These services are not available at our Lake Susan Picnic Shelter.
11. Refund policy for cancelled reservations: ***cancellations due to COVID-19 related factors will not be subject to a cancellation fee.**

Cancellation 30 days in advance	\$10.00 fee
Cancellation 29-14 days in advance	50% fee
Cancellation 13-0 days in advance	No refunds
12. Due to inclement weather, your scheduled picnic can be rescheduled or cancelled without penalty, subject to availability of sites.