



# Pavilions

Revised February 26, 2021

## Reservation Time includes arrival, set-up, event, clean-up, and departure.

Set-Up:	Clean-Up:
<ul style="list-style-type: none"> <li>• Picnic Tables are available to be set up and arranged as needed and remain under the pavilion.</li> <li>• Renter is allowed to bring extra tables and chairs as needed.</li> <li>• Decorations must be hung with Command Strips or similar product. Tape, staples, hooks, thumbtacks, glitter, silly string, etc. are not allowed.</li> <li>• Portable grills must remain on paved or gravel surfaces and NOT under pavilions.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> All decorations and forms of attachment must be removed, including directional signs.</li> <li><input type="checkbox"/> All trash (including, but not limited to, water balloons, streamers, directional signs) should be placed in appropriate trash containers.</li> <li><input type="checkbox"/> Turn off all lights.</li> </ul>

**Time Periods:** 10 am - 4 pm rentals need to have the facility clean and exit by 4 pm so we can arrange the facility for the next rental. Rentals ending at 11:45 pm need to have the facility clean and exit by 11:45 pm - the police lock the gates to the park at midnight.

**Rental Area:** A paid rental receipt allows the renter use of the pavilion, its parking lot, adjacent charcoal grill(s), and an area of about 25 feet surrounding the pavilion for their rental. It does not entitle the renter exclusive, priority, or private use of other areas of the park (playground equipment, restrooms, fields, etc.). Exceptions:

- Pavilion #10 includes the six (6) single table shelters.
- Shelby Smith Pavilion includes the field between the basketball court and pavilion. However, the basketball court is **not** included in the rental and is to remain available for public use.

**Parking:** Park in designated parking areas on pavement or gravel only. Parking on grass, beside a pavilion, or behind a pavilion is not allowed.

**Park Furnishings:** All tables, benches, waste receptacles, etc. must stay in their designated areas. If additional items are needed, renters are welcome to bring their own tables, chairs, etc.

**Fireplaces:** Shelby Smith and Louis Gershner Pavilions. Only wood, paper, and charcoal are allowed to be used in the fireplace. All fires must be completely extinguished and ashes and coals must be cold and properly disposed of before leaving the facility.

**Prohibited Items Exception:** None.

*Due to the current COVID-19 global pandemic, the Arkansas Department of Health has issued Guidelines regarding indoor venues/outdoor venues/community sponsored team sports. A copy of the most recent Guideline related to your event is attached. Please note that these guidelines may change prior to your rental. Guidelines are available at <https://www.healthy.arkansas.gov/programs-services/topics/covid-19-health-guidances>*

### Maintenance Needs:

Daily 8:00 am-4:30 pm - 501-791-8591 / After Hours **Maintenance Emergency** 501-580-1349

NLRPR Reservations and Administration Office 2700 Willow Street • North Little Rock, AR 72114 501-791-8537 • <a href="mailto:reservations@nlrpr.org">reservations@nlrpr.org</a>	Renter: _____ Signature: _____ Date: _____
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