

Huron-Clinton Metroparks Shelter Booking Policy

These Terms and Conditions will govern the product order placed by you with the Huron-Clinton Metropolitan Authority (HCMA), located at 13000 High Ridge Drive, Brighton, Michigan, 48114. These Terms and Conditions are general and apply to all sales unless otherwise stated.

PAYMENT

You agree to pay HCMA the listed price for your order, including any taxes, duties, levies, shipping and handling costs, if any, by providing your credit card information at the time of placing the order. All prices are in American dollars. All prices are subject to change without notice. Booking fees are not tax deductible and deposit/payments are non-refundable.

SECURITY AND PERSONAL INFORMATION

Your personal and credit card information is protected while you are shopping online with HCMA. SSL (Secure Socket Layers) technology ensures the security and integrity of the personal information you provide through your browser. This advanced security system encrypts data transmissions between a web browser and web site, and ensures this information may only be decrypted at its intended destination. While HCMA takes steps to protect the security of e-mail or other communications with this Site, there is no guarantee that such communications will not be intercepted by unauthorized parties. HCMA will never ask for, and you should never send, financial information via email.

You consent to the collection, use and disclosure of your personal information by HCMA or as agreed to by you in another place of this site for the purpose of providing you with the goods and services requested and as otherwise indicated in our Privacy Statement.

ADMISSION FEES

Please note general admission into the parks is not included in rental fees. A Metroparks vehicle entry permit is required to enter any Metropark and is only \$35 annually for regular admission, \$21 annually for seniors or \$10 daily.

CATERING

Park rules prohibit outside foodservice professionals (caterers) from providing foodservices at park facilities. This includes picnic shelters, open picnic areas, and building venues. If you rent such facilities for your event, your foodservice needs must be contracted through Kosch Catering, our onsite caterer. To contact them please call (248) 608-0690 ext. 15 or visit them at koshcatering.com. All parties are free to prepare their own food or pick up prepared food and bring it to their event.

SPECIAL EQUIPMENT

If using moonwalks, dunk tanks, etc. The sponsoring organization must provide the park a Certificate of Insurance as follows:

- Coverages: Comprehensive General Liability-Bodily Injury and Property Damage
- Limits: \$1,000,000 Per Occurrence and Aggregate
- In addition, an endorsement MUST be provided and indicate that the Huron-Clinton Metropolitan Authority, its commissioners, officers, employees, volunteers, and agents are

named as an "Additional Insured". It is understood and agreed that by naming the Huron-Clinton Metropolitan Authority as additional insured, coverage afforded is considered to be primary and any other insurance the Huron-Clinton Metropolitan Authority may have in effect shall be considered secondary and/or excess. The specific name and date of the event must be detailed on the certificate, as well as the name of the Park where the event will be held. This certificate and endorsement MUST be delivered to the Park Superintendent no less than one (1) week before the event.

ORGANIZATION RENTALS

For-profit organization must provide the park a Certificate of Insurance with the following items (as a minimum):

- \$1,000,000 limit for General Liability Insurance
- \$1,000,000 limit for Auto Liability Insurance
- Statutory limit for Workers Compensation Insurance
- Listed as an "additional insured": Huron Clinton-Metropolitan Authority; 13000 High Ridge Drive; Brighton, MI 48114

Non-profit organization please provide the park a Certificate of Insurance with the following items (as a minimum):

- \$1,000,000 limit for General Liability Insurance
- Listed as an "additional insured": Huron Clinton-Metropolitan Authority; 13000 High Ridge Drive; Brighton, MI 48114

CANCELLATION AND REFUND

All rentals are non-refundable. A cancellation of a reservation will result in the forfeiture of the entire reservation fee. If on your date, it is determined weather conditions will not permit the use of the site, your reservation may be postponed to any future date not already reserved within the current calendar year.

HCMA may at times need to cancel an event/rental due to low registration or inclement/adverse weather. Should this occur, participants will be notified, and all applicable fees will be refunded. Payments made by credit card will be credited back to the original card used for payment within 2-3 business days. Payments made by check or cash will be refunded by check in the mail, within 4 weeks.

Weather Conditions:

Unless HCMA cancels an event/rental due to inclement/adverse weather, refunds associated with weather conditions will not be issued. Event/rental cancellations may occur due to extreme conditions such as severe snow or ice storms, extremely heavy rainfall, high winds and/or in the event of lightning or lack of power. Since most of our events/rentals are outdoors with limited place to take cover, please come prepared. HCMA makes every effort to proceed with an event/rental as planned and will reopen its venues as quickly as possible once inclement/adverse weather conditions cease and the safety of our clients is not threatened.

ADDITIONAL INFORMATION

- Alcoholic beverages stronger than beer or wine are prohibited at all times. Alcoholic beverages may be consumed only in picnic areas.
- Fires may be built in picnic stoves or grills. No person shall dump hot ash into any trash receptacle or elsewhere. Hot ash/coal containers are located in the picnic areas.
- Leashed pets are permitted. A map of restricted areas is available at the Park Office.
- Glass bottles and containers are prohibited.
- All motor vehicles are to be parked in a parking lot and not off-road.
- Picnic groups may set up their own canopies. Set-up areas are at the discretion of park management. You must check with the Park Office before setting up canopies so as not to strike underground utility lines with stakes.
- All posted picnic signs on stakes or on the “Picnic Posting Boards” must be removed after the event.
- Navigate to www.metroparks.com to learn more about shelter locations, availability, and printable maps for your guests, as well as other information regarding hosting events.

BOOKING CONFIRMATION:

The electronic booking invoice is accepted as proof of your reservation upon arrival.