

Huron-Clinton Metroparks 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, fees, 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.

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.

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 \$35 for an annual pass, \$21 for seniors, or \$10 daily.

- Anyone bringing in a boat on a trailer must also pay a boat launching fee.
- Equipment and event rental companies must also pay the park entry fee.
- On special event days, such as Fireworks and Michigan Philharmonic concert, the daily entrance fee will be \$15 after 5pm.

Groups may set up group billing in advance if they would like to pay for their guest's entry. Must contact the Park Office at least ten days in advance to make arrangement.

CATERING

2017 Rentals

Delhi, Dexter-Huron, Hudson Mills, and Huron Meadows Metropark

You may use outside caterers at Picnic Areas, Shelters, Interpretive Centers, Golf Courses, and Buildings. All parties are free to prepare their own food or pick up prepared food and bring it to their event.

Kensington, Indian Springs, Lake Erie, Lake St. Clair, Lower Huron, Oakwoods, Stony Creek, Willow, and Wolcott Mill Metropark

Shelters, Picnic Areas, and Building catering must be contracted through Kosch Catering, our onsite caterer. To contact them please call (248) 608-0690 ext. 15 or visit them at koschcatering.com. All parties are free to prepare their own food or pick up prepared food and bring it to their event.

You may use outside caterers at the following buildings/locations.

- Golf Courses (Excluding Lake St. Clair Par-3)
- Interpretive Centers (Excluding Indian Springs Environmental Discovery Center)

January 1st 2018 – December 31st 2019 Rentals

You may use outside caterers at Picnic Areas, Shelters, Interpretive Centers, Golf Courses, and Buildings excluding the following.

- Indian Springs Environmental Discovery Center
- Lake St. Clair Thomas Welsh Activity Center
- Stony Creek Sunset Banquet Event Tent

Catering for these buildings 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

Dunk tanks, canopies, inflatables, and equipment other than common picnic equipment requires approval. This may include supplying Comprehensive General Liability Insurance – Bodily Injury and Property Damage, naming the Huron-Clinton Metropolitan Authority as additional insured or the certificate holder, an Endorsement, and in some cases a Special Agreement for use of Inflatable, Mechanical Rides and Dunk Tanks on Metropark property; which must be completed by the supplier of the equipment. **It is highly recommended to contact the park office ahead of time to discuss this requirement.** Contact information is available at the bottom of this document.

SPECIAL EVENTS

Some special events may require supplying General Liability Insurance, Auto Liability Insurance, Workers Compensation Insurance, naming the Huron-Clinton Metropolitan Authority as additional insured or the certificate holder, and an Endorsement. **It is highly recommended to contact the park office ahead of time to discuss this requirement.** Contact information is available at the bottom of this document.

Special Events Fees

- One Day Event Fee: \$350
- Two Day Event Fee: \$450
- Depending on the event you may also need to pay a per participant fee, vendor fee, traffic control fee, etc.

Insurance Requirements

For-profit organizations 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 organizations must 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

GENERAL INFORMATION AND RENTERS RESPONSIBILITIES

Shelter Reserved Area – When reserving a shelter, you are reserving the shelter only and not the surrounding area. If your group requires more site area and/or picnic tables than what the shelter accommodates, you are responsible for securing the tables as soon as the site is open. The public may utilize any unused picnic tables in your area on a first-come, first-served basis.

Alcohol - Alcoholic beverages stronger than beer or wine are prohibited at all times. Alcoholic beverages may be consumed in allowed locations. Please contact the park office ahead of time for more information.

Clean-Up and Damages - The reserving individual will be held financially responsible for damage beyond normal wear and tear and will be billed for damage and/or clean up. It is your responsibility to leave the park area as clean as you found it.

Direction Signs - If you wish to put up signs to direct your group to the location of your picnic, you may do so on the day of your event. We recommend bright colored and dark lettered signs placed at park intersections. The signs may be no larger than 12” x 12” and freestanding (placed on posts that you provide). Do not place signs on park gates, trees, signs, or picnic shelters because park personnel will be forced to remove them. Please remove your signs at the end of the day.

Pets - Dogs must be on a maximum 6’ leash and in your attendance at all times. Dogs may not be permitted in specific locations. Please contact the park office ahead of time for more information.

Electricity and Water - Generators are permitted, please indicate on your reservation. All generators must be a quiet/silent running unit. You may not hook up a hose to any of our restroom facilities or faucets.

Off-Road Permits - We will issue off-road permits to the driver of the vehicle on the day of the event for APPROVED REASONS ONLY: canopy (no sides), caterer, inflatables, large grills, and disabled persons. Those with small coolers and limited picnic supplies will NOT be issued off-road permits, please be prepared to carry your items to picnic areas. Obtain permits at the Park Office on the day of the event. There is no charge for the permits. This permit is for loading and unloading supplies only. THE NUMBER OF OFF-ROAD PERMITS WILL BE LIMITED FOR EACH GROUP. Obtain off-road permits at the Park Office (driver’s name, description of vehicle and license plate number are required).

Hot Ash/Coal - No person shall dump hot ash into any trash receptacle or elsewhere. Hot ash/coal containers are located in the picnic areas.

Required Forms/Fees - Renter must provide all completed forms and required fees before the event takes place.

Additional Information - 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. Please note depending on the use of the site you may be required to supply more information. The park office will contact you for this additional information.

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.

GENERAL CONTACT INFO

- Delhi, Dexter-Huron, Hudson Mills, and Huron Meadows: [\(734\) 426-8211](tel:(734)426-8211)
- Indian Springs: [\(248\) 625-6640](tel:(248)625-6640)
- Kensington: [\(810\) 227-8910](tel:(810)227-8910)
- Lake Erie: [\(734\) 379-5020](tel:(734)379-5020)
- Lake St. Clair: [\(586\) 463-4581](tel:(586)463-4581)
- Stony Creek: [\(586\) 781-4242](tel:(586)781-4242)
- Lower Huron, Oakwoods, and Willow: [\(734\) 697-9181](tel:(734)697-9181)
- Wolcott: [\(586\) 752-5932](tel:(586)752-5932)