



UNC Faculty-Staff Recreation Association
 #1 Alice Ingram Circle
 Chapel Hill, NC 27517
 CB #2900, The Farm
 Phone 919.962.3276 Fax 919.962.6854
 www.uncfarm.org

PICNIC SHELTER RESERVATION POLICY AND APPLICATION (2010)

The following is an agreement between the FSRA and _____
 _____ Group or Department
 on _____.

RENTAL POLICIES

1. Only University groups may reserve the picnic shelter. No group picnics may be held on Saturdays, Sundays, or holidays from Memorial Day to Labor Day. In addition, groups cannot reserve the picnic shelter before 4:00 pm from June 14 – August 20.
2. The lights are only to be used for club functions; therefore, all picnic groups must leave by dark.
3. **No glass containers may be brought into the shelter.** A \$50.00 penalty will be charged if this policy is violated. The blue trash cans are for aluminum recycling only.
4. Alcohol may be served at the function. If alcohol is served, it will be brought by the sponsor and removed at the end of the function. There will be no brown bagging and no alcohol will be sold. Nor will alcohol be served to anyone under 21 or to anyone who is visibly intoxicated. If required by law, I will obtain a private party license from the ABC Control Office and will present evidence of this one day before the function to the Club Manager. This license shall be publicly displayed during the function. The FSRA will not be responsible for any injury that may occur as a result of too much alcohol being served at the function.
5. During picnics, non-members may not use the swimming pools or the tennis courts. Children must be under adult supervision at all times. Bathrooms are located in both buildings on the other side of the driveway east of the shelters.
6. No pets are to be brought to the Farm. A \$50.00 penalty will be charged for each pet if this policy is violated.
7. **Parking is available only in the lots on the right hand side of the road behind the picnic shelters and the hard tennis courts. Please follow the one-way traffic signs.**

RATES AND PAYMENT

Group Rates:	Up to 25 participants - \$110	51 to 100 participants - \$275
	26 to 50 participants - \$190	100 to 150 participants - \$375

- **150 participants is the maximum number of people that the Farm can accommodate.** Any group exceeding that number will be charged an additional \$200 and will permanently lose its privilege to reserve the FSRA picnic shelter.
- The FSRA will bill the group after the picnic. **When you are processing payment through a trust fund account, your department's name and the date of your function must be on the check to ensure proper credit.** Cancellations will be accepted up to one week before the reservation date without a penalty. A \$50.00 penalty will be charged for any other cancellation or no show unless there is inclement weather on the day of the picnic.

Please make sure the entire group is aware of these policies.

Please sign and return one copy to: FSRA, 1 Alice Ingram Circle, Chapel Hill, NC 27517 or CB #2900, The Farm.

I have read the policies listed above and agree to them. I will be responsible for the conduct and safety of my group.

 Print Name of Sponsor

 Signature of Sponsor

 Campus Address

 Phone

 Fax Number