

DICKERSON PARK ZOO
Division of Springfield- Greene County Park Board

PAVILION RENTAL REGULATIONS

(updated March 2014)

- The picnic pavilion is available to small groups (up to 145 people) for up to four hours at the rate of \$40 for the entire pavilion (16 tables) or \$20 for half of the pavilion (8 tables). If rental is desired for more than four hours, the rate will be \$80 for the entire pavilion or \$40 for half of the pavilion. A special use application must be submitted at least three weeks prior to the event if you wish to bring “foreign” objects to the park, such as tents, stages, amusements, etc.
- The rental fee will be \$250 for large groups (145 or more individuals) using this pavilion (\$100 for non-profit organizations.) A special use application must be submitted at least three weeks prior to the event for all large groups.
- Payment is due within 10 business days of making your reservation. You can mail a check or make your payment in person with cash, check or credit/debit card at the zoo’s office (open Monday-Friday, 8 a.m.-5 p.m.). If your reservation date is fewer than 10 days from when you make the reservation, payment must be in the zoo office by noon on the Thursday prior to the reservation.
- Refunds will only be issued for cancellations made at least five business days prior to the reservation date. A \$10 processing charge will apply to all refunds. Since the pavilion is a covered picnic area, all rentals are rain or shine. Refunds **will not** be issued due to weather.
- The pavilion includes tables, grills, two 20-amp electrical outlets, restrooms and drinking fountains. You will need to bring your own extension cords.
- There is absolutely NO alcohol allowed in the park or pavilion.
- All music to be played in the park must be approved by the Director of Parks or designee. The Park Board is not responsible for the licensing of music played by renters. Volume of music must be kept below 75 decibels according to City Code #82-65.
- No nails or other objects of any kind can be embedded in trees or the pavilion. Masking tape or string may be used to hang banners.
- Parking is only allowed in designated areas. You may not drive on the grass for loading and unloading or any other purpose. Vehicles must stay on the paved parking lot.
- The public sale of tickets, merchandise or materials is prohibited by City Ordinance.
- Cookers or grills are not permitted underneath the pavilion or in the restroom area.
- Please leave the picnic area clean for others who may be using the pavilion after you.
- For health and safety reasons, please place all food and other trash in the containers provided.
- Any damage to public park property will be the responsibility of the rental party.
- Those wishing to pay and enter the zoo may do so as they wish. However, if you leave the zoo to return to the playground park, you must present that day’s receipt showing paid admission to re-enter the zoo.
- The pavilion reservation fee **does not** include zoo admission. However, if those using the pavilion enter the zoo as a group with 15 or more individuals paying adult or child admission, the group discount will apply to their zoo admission.
- The closing time for this park is 11 p.m. Please exit the park prior to the posted closing time.