

**FYI:**  
**TOWNSHIP OF SCOTT**  
**PARK RESERVATION**

**Permit holder must be at least 21 years old and a resident of Scott Township. A “resident” of Scott Township is an individual that lives/resides in the township.**

We will only accept the Scott Township resident’s personal check or cash. Rentals must be paid if full.

Request for refunds must be received within (30) days from the application date (Dec 6, 2017) or the request will be denied. If you cancel within (30) days of the application date, a refund of 75% (minus cleaning deposit) of the application fee will be granted.

Two reservation dates is the maximum number that any one person can reserve when making reservation for the following year, unless after making your reservations you step to the end of the line.

Park rentals are from 10:00 am to 10:00pm, except for the Community Room and the Lodge; the hours are from 10:00 am to 2:00 am. However, during the recreation program (June 26 – July 28) the park rentals start at 2:00 pm Monday - Friday.

There are two enclosed buildings: The Community Room and the Lodge, both facilities has A/C.

**The Community Room:** is set up with 10 tables (2.5’ x 8’). It will seat approximately 100. Maximum occupancy is 129 persons. There is a caterer’s kitchen. The kitchen consists of a stove, oven and refrigerator. When there is water in the pool, hard alcohol is not permitted in the Community Room and you will also have to pay an additional \$8.00 per hour for a safety person to watch over the water when the pool has closed for the evening.

Permit holders **will not receive a key** for the Community Room. Contact the Scott Police on the day of your party at 412-279-6911 to make arrangements to have the room opened for you. Once opened, you will need to assign a member of your party to watch out for your personal items in the facility. **The township is not responsible for any personal items.** At the end of your party you will need to get in contact with the Scott Police to lock up the facility.

**The Lodge:** is set up with 9 round tables that will seat approximately eight. Maximum occupancy is 90 persons. In addition to these table there are two tables provided for serving of food. There is a full kitchen. The kitchen consists of a stove, oven, refrigerator and cooler.

Permit holder will receive a key for the Lodge. The key is to be picked up at the Administration Office by the permit holder only. If you have rented the Lodge on a weekend the key is to be picked up on Friday between the hours of 8:00 am to 5:00 pm. Lock the door from the inside and then place the key in the mail box that is located on the inside of the main doors, as you exit the building, please make sure the door is locked.

**\*\*When there is movie in the park scheduled, anyone renting the Lodge, Locust or Fernwood will be required to have their music shut off by 8:30 pm.**

***Glass container are not permitted in the park***

A \$50 refundable cleaning fee is included in the total cost for the rental of the Community Room and Lodge. The board approves all refunds, so please allow 4 to 6 weeks for your refund check to be mailed to you.

**During summer recreation (June 25 to July 27) the park will be available to rent after 2:00 pm, Monday – Friday.**