

Picnic and Shelter Reservation Policies City of Grosse Pointe Farms ≈ Pier Park

1. Picnic Application Permits must be received a minimum of one week in advance of the reservation date. The Permit must be approved by the Director of Parks and Recreation. All Permits are issued on a first come basis, with some dates being kept open for City functions.
2. Approved Individual or Group Rentals
 - a. City sponsored activities or special events will take priority over all Picnic Reservations.
 - b. Picnic Application Permits are available to Grosse Pointe Farms residents Monday through Thursday, except for Holidays, with no park pass punches required for non-resident guests regardless of the type of function.
 - c. The following policies apply to Picnic reservations on Fridays, Saturdays, Sundays, Holidays, and Holiday evenings except for Memorial Day, 4th of July, and Labor Day. (1) Reservations are only available to residents of Grosse Pointe Farms. (2) Park pass punches are not required for rentals with more than 50% of guests being residents of Grosse Pointe Farms. (3) Picnic reservations with less than 50% of guests being residents of Grosse Pointe Farms must use park pass punches for their non-resident guests.
 - d. Other Picnic reservations may be approved by the City Manager or the City Council with a written request from an individual or group.
3. Residents or Groups from Grosse Pointe Farms can reserve the Pier Park Shelter by completing a Picnic Permit and paying a \$25.00 refundable deposit. The Permits are available at the Department of Parks and Recreation Office during regular Office Hours from 8:30 a.m. – 4:30 p.m. The deposit will be returned within one week after the reservation. The deposit will be retained by the City if the Shelter is not cleaned, for property damage, and/or cancellation without at least two hours notice prior to the arrival time.
4. The Shelter may be reserved during regular Park Hours. The City will issue Shelter reservations for specific periods of times and groups must abide by those specific approved reservation times.
5. The shelter can be reserved in its entirety or by the half. A group must have a minimum of ten patrons to reserve the Shelter. One half of the Shelter can be reserved by groups between 10-40 guests. The full Shelter can be reserved by groups over 40 guests. The Director of Parks and Recreation will make the final determination as to whether the full Shelter or half of the Shelter will be reserved by any group. If half of the Shelter is reserved it will be noted by either the west half or the east half.
6. Picnic Permits will be canceled if groups do not occupy the Shelter within one half hour after the scheduled arrival time.
7. Applicants will not be permitted to drive to the Shelter to unload supplies/equipment.
8. The Shelter reservation does not give the holder any rights other than the exclusive use of the Shelter for the reservation period.
9. The applicant will be responsible for all damages and the clean-up of their Picnic area(s). The Shelter must be left in a clean, orderly condition, and all decorations, table cloths, etc. must be removed before vacating the Shelter. The Shelter must be left in a condition equal to the condition when it was first occupied. Trash bags are available from Park Staff. No decorations/displays shall be attached to any structure by any device that will put a hole or damage the structure in any way.
10. One adult chaperone for every 5-8 children under the age of 12 is required. All chaperones are expected to supervise minor children at all times. Special attention should be given to the supervision of children using the playscapes, pool, beach, and the Harbor areas.
11. Any type of special or live entertainment (i.e., band, DJ) is not permitted without the permission of the Director of Parks and Recreation.
12. All other Park rules must be observed.

The Applicant has read, understands, and agrees to abide by all of the Grosse Pointe Farms Pier Park Picnic and Shelter Reservation Policies.