

Goslin Nature Center Rental Policies and Procedures

Please

- 1) Take out all trash and place in fenced area behind building.
- 2) Place new trash bags (provided) in containers.
- 3) Check restrooms for trash and wipe down counters.
- 4) Clean kitchen – Wipe down counters, refrigerators and sinks if used.
- 5) Wipe down tables, wipe up spills and dry mop floors. Mops and brooms provided.
- 6) Tables and chairs can be put back on racks. Do not drag them on floor. Do not block any exit or doorway. Follow instructions to prevent injuries.
- 7) Park in graveled lots only. No parking on grass, in or along driveways, trails, or in mulched areas.
- 8) Use blue-green chairs inside only. Metal folding chairs may be used outside.
- 9) Use birdseed or bubbles outside for wedding ceremonies. The use of rice is prohibited.

Positively NO

- 1) Alcoholic beverages prohibited. Strictly enforced.
- 2) No Candles, exceptions for a wedding unity candle. (State Fire Marshall)
- 3) Smoking is prohibited inside of the building. Urns are outside on deck.
- 4) Use of kitchen stove is not permitted. (Dept. of Health)
- 5) No balloon releases or balloon decorations outside.
- 6) Do not apply self-stick adhesive tablecloths or skirts to tables.
- 7) No taping, stapling, or tacking to inside or outside of building or railing.
- 8) Confetti, glitter and similar decorations are prohibited.

Check In Procedures

Please call Park Manager, Jim Thomson at 740-681-5025 two (2) weeks prior to your scheduled usage to arrange for check-in time and building set-up. You must have someone remain in the building at all times during your rental period until checked out by park personnel.

Check Out Procedures

Thirty (30) minutes prior to your check out time please page Jim Thomson at 740-556-0004 and punch in a series of 1's. You may use house phone on the wall next to the building entrance. This will notify him and allow him time to meet you at the center for checking out. Remember, do not leave the building until park personnel arrive to lock up.

We hope you enjoy Charles Alley Park and the Goslin Nature Center. Remember this is a park; respect it and the other park visitors. Observe the speed limit – 15 MPH