

Morrison Ranch Community Council

Park Reservation Rates, Rules and Requirements

The Morrison Ranch Community Council has established the following rules regarding park and practice field reservations, with the prevailing intent of maintaining the common areas for the long-term benefit of the owners. The Council reserves the right to restrict individual use of common areas, and/or revise the following rules if deemed necessary in their sole discretion, for the long-term benefit of a specific or all common areas.

Park Reservations for Private Events

Common Areas and facilities may be reserved for private events including but not limited to birthdays, anniversaries, celebrations, weddings, and family reunions with the following restrictions. (For practice field rental, see “Practice Field Rental for Organized Group Practice” below.)

Section 1: Reservations *(park hours: 6:00am – 10:00pm, daily)*

1. Reservation requests are subject to availability and must be approved by the Council administrative staff.
2. Reservations will be accepted up to 3 months in advance, and made through the Council office. The reservation request and rental agreement must be signed and returned to the Council office for reservation request to be valid.
3. Reservations will only be granted to members of Morrison Ranch Community Council in good standing (account must be current), further referred to as *Applicant*. Applicant must be at least 18 years old.
4. Reservations for ramadas do not include tot lots, practice fields, basketball courts, or volleyball courts unless identified in rental application. All surrounding park areas are used on a first-come, first-served basis, unless otherwise reserved, and are open to all residents and their guests.
5. All reservations must begin and end at the time indicated on the contract. Reservation times are final 24 hours prior to the event. Any requested changes to contracted reservation times are subject to availability.
6. Applicant is required to be in attendance for the duration of the event, including set up and clean up.
7. All use of inflatable play equipment or other active recreation equipment, including but not limited to bounce house, water slides, and petting zoos must be registered along with the reservation; this is regardless of the number of people in attendance. A licensed and insured vendor must be used and proof of insurance must be provided to the Council. A refundable deposit may be required for some types of equipment (example: waterslides).

8. Applicant shall arrange for all pick-ups and deliveries to be made the day of the event during the time the space is reserved. All materials, products, and decorations provided by you, your caterers, rental suppliers, etc. must be removed by your check out time. Exceptions to this rule must be approved by the Council.
9. Applicant will provide contact information of any companies contracted for the event, at least 14 days in advance.
10. The Council reserves the right to limit reservations for private events if in their sole discretion the use would infringe on the residents as a whole.
11. The Council reserves the right to determine special or additional restrictions for any registered event, if deemed in their sole discretion, as a possible nuisance to adjacent properties.

Section 2: Park Use

1. **Applicant agrees to abide by “Morrison Ranch Common Area Rules & Regulations” while utilizing the facility.**
2. Applicant is responsible to leave area clean of all trash, equipment, and personal items.
3. Applicant is responsible for any and all damage to common area facilities including but not limited to landscaping, irrigation, play equipment, and furniture.
4. Residents using all common areas are expected to follow the Town of Gilbert public street parking restrictions, not blocking driveways or in other ways creating a nuisance to homes adjacent to the parks.
5. Decorations may be hung only with wacky tacky poster putty, painters tape, or 3M On-command or similar product. ABSOLUTELY NO scotch, masking or duct tape. String lighting, decorations and wire, are not allowed in the trees or on light poles.

Section 3: Reservation Fees & Deposits

1. A rental fee, as outlined below, will be charged for use of the parks by groups larger than 35 people in attendance. Rental fees are assessed per event/per day.

35 to 49 people	\$ 25.00*
50 to 99 people	\$ 50.00*
100 -200 people	\$150.00*

*Weddings and special events, of any size, will be assessed an additional \$200 rental fee.

2. The Council reserves the right to request a \$100.00 Refundable Deposit. For weddings and special events, a \$500 Refundable Deposit is required.

3. Rental fees and deposits are due at the time of booking.
4. The deposit is refundable if all conditions of the Reservation Use Agreement and Common Area Rules & Regulations are met. Any violation of the agreement allows the Council to keep a portion or all of the deposit. If the deposit amount is not sufficient to correct any damage, the applicant shall be liable for any excess amount needed to bring the rental space back to original condition.
5. If requested by the Council, an additional onsite or on-call MRCC management staff person (liaison) may be required at a rate of \$35/hour.

Section 4: Certificates of Insurance & Liquor Liability

1. A Certificate of Insurance is required for all outside vendors servicing the event, including but not limited to food trucks, inflatable play equipment vendors, event rental companies, etc. The Certificate MUST list CCMC/Morrison Ranch Community Council as additionally insured as follows:

CCMC/Morrison Ranch Community Council
325 S. Higley Rd., Ste. 110
Gilbert, AZ 85296

The certificate must be submitted to the Council at least 14 days in advance and must include:

\$1,000,000 'Commercial General Liability' coverage for each occurrence.

\$100,000 of coverage for damage to the rented premises.

\$5,000 of coverage for medical expenses of any one person.

If alcohol is being served Host Liquor Liability must be included.

2. Use of/or serving alcoholic beverages is permitted for private events and will require the applicant to:
 - a. Use a business licensed to serve alcohol (caterer, bar service, etc.), provide the Council evidence of insurance as stated above including liability coverage for alcohol, and the Council will hire a security officer on behalf of and at the expense of the applicant.
 - b. Alcohol can not be sold on premises. Cash bars are not permitted. If licensed server leaves prior to event ending, no further alcohol can be served.

Practice Field Reservations for Organized Group Practice

Morrison Ranch fosters community involvement and recognizes that many residents participate in team sports that require practice areas. General use guidelines are listed, however residents must submit a reservation application to the Council office prior to scheduling or using the open spaces or courts for organized team practice.

Section 1: Reservations *(park hours: 6:00am – 10:00pm, daily)*

1. Groups using the common areas as a practice area for an organized team must register with the Council office prior to using the open areas or amenities. The areas will be approved for use by a single team and not intended for games between two or more teams.
2. Reservations for practice fields will only be granted to members of Morrison Ranch Community Council in good standing (account must be current). Applicant must be in attendance at all times during use of the facilities.
3. **Applicant agrees to abide by “Morrison Ranch Common Area Rules & Regulations” while utilizing the facility.**
4. Parks/common areas may be reserved by the same group a maximum of three days per week, up to eight consecutive weeks. Consecutive reservation times are not guaranteed and will be permitted at the Council’s sole discretion.
5. All reservations must begin and end at the time indicated on the contract. Reservation times are final 24 hours prior to the event. Any requested changes to contracted reservation times are subject to availability.
6. Parks may not be used for group play following over seeding or other times determined by the Council.
7. Applicant will be responsible for any and all damage to Council property including but not limited to landscaping, irrigation, play equipment, and furniture.

Section 2: Certificates of Insurance

1. A Certificate of Insurance is required for all organizations reserving a practice field. The Certificate of Insurance must list CCMC/Morrison Ranch Community Council as additionally insured. Certificate MUST read as follows:

CCMC/Morrison Ranch Community Council
325 S. Higley Rd, Suite 110
Gilbert, AZ 85296

The certificate must be submitted at least 14 days in advance and must include:

\$1,000,000 ‘Commercial General Liability’ coverage for each occurrence.

\$100,000 of coverage for damage to the rented premises.

\$5,000 of coverage for medical expenses of any one person.

2. The Council, its officers, employees and agents shall not be held responsible for any accident, injury, and/or loss of property or damage resulting from the use of the Park by any group or organization.