

RIPLEY PARK SHELTER USE POLICIES AND PROCEDURES

Reservations

Reservations for park shelters are on a first-come, first-served basis and must be made at least one week in advance, and may be made no more than one year in advance. The adult signing the reservation form will become the authorized representative for any and all damages, missing items, and clean-up for the reservation. Dates and hours on the reservation form must include set-up, take-down, and clean-up time. The user is required to clear and clean the facility after use. The user must leave the park by the time the park closes at 8:00 p.m., unless approved by the Cambridge Community Activities Program; please note, all park buildings close at 8:00 p.m. If a shelter reservation requires the bathrooms to remain open later than 8:00 p.m., a fee of \$15 per additional hour will be charged and may go no later than 11:00 p.m. There are no lifeguards on duty at Ripley Park and all patrons swim at their own risk.

Admission Fees

Is included in the cost of the shelter reservation.

Shelter Reservations for Local & Non-local Groups (Memorial Day weekend – Labor Day)

Cambridge School District Groups

i.e., District sponsored events, athletics, or clubs.

- NO FEE for use of shelter or admission Monday-Friday
- Full price Saturdays, Sundays & Holidays
- Shelter Reservation form **MUST** be signed by appropriate building principal, coach, or club head
- Must follow school group/field trip policies

CAP Programs & User Groups

- NO FEE for use of shelter or admission
- Any CAP program that is supervised by a CAP staff person or volunteer

Non-Profit Groups / Day Camp Groups & Local Businesses Monday-Thursday

- 50% reduced fee for shelter reservations
- Proof of non-profit status required with reservation form for Non-profits
- Full price if Holiday falls on a Monday-Thursday

Sale of Concessions/Commercial Events

Sales of any kind are not permitted in Ripley Park unless authorized by the Cambridge Community Activities Program. Groups authorized to sell concessions agree to: secure all necessary permits for concession operations; provide all supplies, materials, and equipment to operate concessions; keep the area around concession operation clean; and operate the concession in accordance with the laws and regulations governing the sale of concessions.

Alcohol Policy

Alcoholic beverages are permitted in Ripley Park subject to state and local regulations (e.g., over 21 years of age, no sales without state/local permit, etc.). Draft beer may be provided by users for their own parties only at the shelter they have reserved, as approved by the Cambridge Community Activities Program. Special event

users planning to sell alcoholic beverages must obtain all permits required to do so. All beverages must not be in glass.

Other Park Rules

- ONLY plastic & aluminum please, NO GLASS.
- Animals – only ADA service dogs are allowed in the park, all other pets are prohibited.
- Vehicles – only park maintenance or service vehicles are allowed on the grass and beach, all other vehicles are prohibited.
- Fires outside of grills are prohibited.
- Fireworks are prohibited.
- Fishing is prohibited.
- Paddling – watercraft of any kind are prohibited from the BUOY RESTRICTED swim area. Chapter 30.68(7) Department of Natural Resources. Violators subject to citation. Canoes, kayaks, and SUPs can be launched on the north end of the beach but are prohibited in the swim area.
- Pick Up Trash – Please help us by leaving the park cleaner than you found it, pick up after yourself!
- Swim at your own risk- No lifeguard on duty

Grill Usage

Charcoal grills are located near the shelter and available for usage. Please dispose of all hot coals in the provided steel pails. A gas grill is available for rent at the Ripley Shelter only and must be fully turned off and cleaned after use.

Bounce House Usage

Persons renting the bouncy house agree to follow the size and weight requirements stated on the device. Renters are responsible for supervising those using the house. No shoes are allowed. Bounce house must be clean after usage. An additional waiver must be signed.

Damage Policy

It is the user's responsibility to inspect the facility and report any problems. No additions, alterations, or changes to the park grounds, structures, or buildings are permitted without the written permission of the Cambridge Community Activities Program or the Cambridge Foundation. Decorations may be hung with tape only. Fees will be assessed for any damages, cleaning, missing items, or other services required based on material and labor costs. A copy of these fees is available for viewing. A credit card may be required to be placed on file at the time of the reservation. Violation of the terms of use may result in denial of future reservation requests.

Cancellation/Refund Policy

A full refund will be provided only if the cancellation is made at least two weeks prior to the reservation date. If your event is canceled due to the weather or water conditions, a new date can be agreed upon. The Cambridge Community Activities Program reserves the right to cancel and/or relocate any reservation if the reservation threatens the integrity of the park and/or facilities due to misrepresentation of information on the application, unsafe facility conditions, or weather conditions.