

The Jackson Recreation Department has made the picnic shelter on West Hickory across from the golf course in Ella Sharp Park available for reservation. All other City Parks are available on a first-come-first-serve basis.

**A \$60 non-refundable fee will be charged with an additional \$25 if you wish to use the electricity.**



**Jackson Recreation Department**

161 W. Michigan Avenue  
Jackson, Michigan 49201  
Phone: 517-788-4040  
Website: [cityofjackson.org](http://cityofjackson.org)

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# IMPORTANT INFORMATION

- Reservations may be made up to one year in advance. Mail or deliver your application to the Jackson Recreation Department at 161 West Michigan Avenue, Jackson Michigan 49201.
- You must have 35 or more people in your party to reserve the shelter.
- A \$60 non-refundable fee will be charged with an additional \$25 if you wish to use the electricity. Please pay by cash, check or money order (no credit or debit cards), make checks payable to: CITY OF JACKSON
- Persons making reservations must be at least 21 years old.
- No person shall have alcoholic beverages or fireworks of any kind.
- Sound amplification systems must be approved by the Ella Sharp Park Superintendent. Do not overload electrical circuits in shelters with mul-



The Picnic Shelter holds about 100 people and is approximately 28 x 50.



There is a play area for the children

- It is recommended that renters keep their confirmation of reservation with them at the time of occupancy for identification reasons.
- Renters must remove all signage installed by the renters and put all waste in proper containers. Ella Sharp Park will provide more waste containers if needed.
- Portable facilities are serviced Mondays, Wednesdays and Fridays. Additional portables are the responsibility of the renter.
- Ella Sharp Park Staff will inspect the shelter the morning of the function.
- Reservations may not be rescheduled or refunded due to weather conditions.
- Please park in the parking lot provided and not on the grass.

tiple high amp appliances. It is necessary to know how many amps your appliances use.

**Ella Sharp Park is located at 3225 Fourth Street Jackson Michigan**

# RENTAL

Function \_\_\_\_\_

Date: \_\_\_\_\_

Time: From \_\_\_\_\_

Number attendees \_\_\_\_\_

Name \_\_\_\_\_

Address: \_\_\_\_\_

City, State & \_\_\_\_\_

Phone: \_\_\_\_\_

Reservations \_\_\_\_\_

Electricity (optional) \_\_\_\_\_

Mail application to \_\_\_\_\_

**Jackson Park**  
161 W. Michigan  
Jackson, Michigan