

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 \$50 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

**Jackson Recreation
Department**

**Ella Sharp
Park**

**Picnic
Shelter
Rental**



Tel: 517-788-4040

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.
- Notice must be given no less than 10 days prior to date of event. No refund will be given after the 10 day limit.
- You must have 35 or more people in your party to reserve the shelter.
- A \$50 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 Picnic Shelter holds about 100 people.



There is a play area for the children

the Ella Sharp Park Superintendent. Do not overload electrical circuits in shelters with multiple high amp appliances. It is necessary to know how many amps your appliances use.

- 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 rescheduled or refunded due to weather conditions.
 - Please park in the parking lot provided and not on the grass.

Ella Sharp Park is located at 3225 Fourth Street Jackson Michigan

RENTAL APPLICATION

Function: _____

Date: _____

Time: From _____ To _____

Number in Party: _____

Name: _____

Address: _____

City, State & Zip: _____

Phone: _____

Reservation \$ _____

Electricity (optional) \$ _____

Total: \$ _____

Mail application to:
Jackson Recreation Department
 161 W. Michigan Avenue
 Jackson, Michigan 49201