

PALMER PARK PAVILION RENTAL RULES

Rental Deposit: \$25

Rental Fee: Palmer Park \$125

Key pick up is Wednesday or Thursday prior to your rental date. _____

Key return is MONDAY immediately following your rental date. _____

Beer/Wine: to consume beer/wine a special permit and insurance waiver **MUST** be obtained
NO EXCEPTIONS.

Leave it as you found it: Renters must return the pavilion to its original condition, free of trash, spills, and decorations. This includes the interior and exterior of the pavilion.
CLEANING SUPPLIES ARE PROVIDED.

Trash removal required: All garbage must be bagged and taken to the dumpster.

Sweep, Mop and Surfaces: Tables, benches, and floors must be cleaned before departure.
Sweep exterior area too.

Kitchen Area: Remove all food and beverage items. Empty and wipe out the refrigerator. Make sure stove is wiped out, empty and turned off. Clean out sink and make sure the water is off.

Grills: If grills are used, ashes must be cooled and placed in approved containers.

Decorations: All decorations, tape, string, and signage must be removed without damage. Avoid substances like confetti, glitter, or wax that are difficult to clean; if used, full cleanup is required.

Spill cleanup: Any spills (food, drinks, grease) must be cleaned immediately to prevent stains or pests.

Restroom check: The restroom is public and must be open at all times. Please check the restroom before and after rental. Report any issues immediately.

Damage: Report any incidents or damage immediately.

Cleaning deposit policy: A refundable deposit may be withheld if cleaning standards aren't met.

Time allowance for cleanup: Cleanup must be completed within the reserved rental time period.

Text: Craig 231-564-0635 or Maureen 231-384-5205 (In Emergency only)

The Village of Mancelona is not responsible for any items left or missing. Be sure to check the area before leaving and locking the doors. Approved May 12, 2026