



## PARK FACILITY RESERVATIONS AND GENERAL POLICIES

Requests to reserve or to have priority for the use of a park or recreation facility must be filed at the Sioux Falls Parks and Recreation Administration Office in writing, online, or by phone by a person 18 years of age or older. A person 18 years of age or older must be present during the hours the facility is being used. Reservation requests will be processed according to one of the following procedural categories.

### General Park Use Information

- Park shelter reservations must be made at least five business days in advance of the reservation date. If a shelter has not been reserved, it is available on a first-come, first-served basis.
- If other citizens are occupying the shelter during your reservation time, you may ask them to leave the shelter; however, the park and all amenities (courts, fields, restrooms, etc.) must remain available to the public. If a citizen refuses to leave the shelter during your reservation time, call the non-emergency number, (605) 367-7000. SFPD will provide an officer to resolve any issues.
- The person who made the reservation will be held responsible for the usage of the shelter and will be liable for cleanup and charges for any damages or maintenance fees incurred as a result of this activity. SFPR staff/SFPD have authority to end any reservation due to violation of the law or the rules stated on the permit. Failure to clean up all debris after the reservation has ended may subject you to criminal liability.
  - Parks are open from 5 a.m. until 10 p.m.
  - Park shelter reservations are available from 6 a.m. until 9 p.m.
- Any necessary permits must be obtained from the Park Office a minimum of two working days prior to your event.
- Consumption of malt beverages including beer is allowed in non-glass containers in all parks, except the following: **Alcohol is prohibited at Arrowhead, Falls, Fawick, Heritage, Kenny Anderson, Lyon, McKennan, Pasley, Tomar, Tower, Tuthill, Van Eps, Veterans' Memorial, and Whittier Parks.** No alcohol other than malt beverages is allowed in any park.
- Use of glass bottles in parks is prohibited.
- Vehicles are not allowed on the grass or sidewalks in parks. Catering vehicles are allowed on blacktop surfaces only and cannot leave vehicle-designated areas.
- Grills are not available in any parks but you may provide your own. Using grills **under** shelters is not permitted—grills must be used away from shelters. Coals must be cold to the touch before being placed in a fireproof container in garbage cans. Please do not dump coals or grease on the ground, in landscaping, or flower beds.
  - No portable fire pits are permitted.
  - Hog roasters may not be pulled onto grass or sidewalk areas. They must be set up in a parking lot.

- There are approximately eight to ten picnic tables under each reservable picnic shelter. If more tables are needed for your event, you are allowed to move tables from a nearby open area in the park; however, vehicles may not be used to do so.
  - Sertoma shelter has enough tables for approximately 440 people. The entire shelter can be rented or can be rented in sections (north side/south side).
  - The Open Air shelter at Falls Park has 14 tables with 16 more that can be added for an additional fee.
- Electrical use should not exceed 110-volt/20-amp. This will allow two home appliances, such as a coffeemaker and a roaster, to be plugged in. You will need to provide a generator for any additional electrical needs.
- Outdoor sand volleyball courts can be used on a first-come, first-served basis, but cannot be reserved with a picnic shelter.
- Dunk tanks, children's trains, and petting zoos are prohibited.
- Swimming kiddy pools, large water toys, or inflatables with water are prohibited in the park. Water hook up is not allowed.
- Pony rides or carriage rides in parks or on bike trails are prohibited.
- Tents and canopies are allowed with a permit obtained through the Park Office. The permit must be posted and visible on the outside of the tent.
- Portable toilets may be allowed with approval from the District Park Supervisor.
- Commercial inflatable devices or portable play structures are allowed with a permit obtained through the Park Office. The permit must be posted and visible on the outside of the device or structure.
- Proof of general liability insurance is required to obtain this permit. For a list of vendors who have acceptable liability coverage, please call the Parks and Recreation Office.
- City ordinance requires amplified sound permits for sound variances over a certain decibel level. If your event may have this situation, please contact the Sioux Falls Health Department at 367-8760 a minimum of two weeks prior to your event to obtain this permit.
- It shall be unlawful for any person to promote, sell, or offer to sell any article or anything of any type in any park except by permit.
- Handbills may not be placed in or on any vehicle within any park.
- Except when permitted by the Director of Parks and Recreation, no person shall erect any sign or attach any notice or other writing to any tree, post, wall, fence, or building within any park. Temporary signs are allowed with authorization by the Director of Parks and Recreation. Signs may not block any park signs or hang from any chain-link fence. Banners attached without being nailed or staked into the ground are allowed. Banners and temporary signs must be removed immediately following an event.
- Garbage cans and recycling containers for plastics, tin, and aluminum are available at each shelter location. All areas in and around the shelter must be left free of litter and debris. We appreciate your help with litter pickup to ensure that the park is ready for the next group.
- Users are required to clean up litter. Please place trash in the containers provided. The reserving party will be held responsible for any damages caused by activities during the time the party has access to the property.