**Fee Policy for Public Park Events**

July 2021

Helena Township

8751 Helena Rd

Alden, Mi. 49612

231 331-4643

**9 am – Noon M, W, F for scheduling**

This fee policy for Public Park usage will include the following Helena Township Public Parks and will go into effect immediately upon adoption by the Helena Township Board.

The Alden Ball Park

The Depot Park

The Tennis Court Park

The term Events will include, but may not be limited to, Weddings/Receptions, Arts and Craft Shows, Auto Displays, Fund Raisers, and Food Trucks (subject to Zoning Ordinances in effect), and any other event to which scheduling to secure the venue has been approved through the Helena Township office. As these are Public Parks, a portion of each will remain open to the public on the day of said event. If liquor is to be served, a certificate of insurance is required to be on file with the Helena Township office prior to the event. A signed contract will be required by the responsible party. Portable restrooms are provided at each park. Any additional portable restrooms are the responsibility of the rental party. Beginning and ending times must adhere to the hours of operations in effect for the Public Parks, and must comply with the Helena Township Noise Ordinance in effect.

Events scheduled by the Township including but not limited to, Alden Days, Strolls, Farmer’s Markets, Harvest Days, Memorials and Parades are not subject to any fees.

The following fees will be in effect upon adoption of policy and must be paid prior to event.

**Helena Township Ball Park:**

$100 per day of scheduled event ($15 per hour scheduled if less than one whole day).

$50 additional fee if request for set up and removal on a different day(s) than the rental contract.

**Depot Park:**

$100 deposit is required and due at the time of scheduling. Deposit will be returned if upon inspection all grounds are free of garbage, refuse or damage. If clean-up or repair is required by the township, the deposit will be non-refundable to offset the costs incurred by the township.

$100 per day of scheduled event ($15 per hour scheduled if less than one whole day).

$50 additional fee if request for set up and removal on a different day(s) than the rental contract.

**Tennis Court Park:**

$100 per day of scheduled event ($15 per hour scheduled if less than one whole day).

$50 additional fee if request for set up and removal on a different day(s) than the rental contract

**Authorized Signatures:**

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**David Peterson, Clerk Clark Peeples, Supervisor**