

### **Outdoor Space Reservation Policy**

1. Reservations for the Shelter House, Soccer Field, Children's Play Area, Fire Pit, and Disc Golf are to be coordinated through the Communications Director at: 712-737-4542 or [trinityoc@gmail.com](mailto:trinityoc@gmail.com) during regular office hours a minimum of one week prior to requested reservation date. Please check our online calendar for general area availability at: [connectwithtrinity.com/calendar](http://connectwithtrinity.com/calendar).
2. All Outdoor Space grounds must be cleaned, reset, and vacated by 10:00 p.m.
3. No alcohol, tobacco, illegal drugs, or possession of firearms are permitted on premises.
4. Grounds are to be left clean. This is the only way we can continue to offer the use of facilities without charging a fee. Please remove all your trash from the bins. Please take trash with you or place trash bags in the dumpster located on the north side of church.
5. Return all tables and any moved equipment (soccer goals, disc golf, benches, etc) back to previous and correct locations, so our grounds volunteers do not need to move anything while mowing and maintaining the area.
6. All fires are to be contained and must meet fire code and safety requirements. Fires must be completely put out before the last person leaves. Reserving parties will supply their own wood.
7. The church will not be scheduled to be open during your reservation.
8. Under no circumstance may a group make a reservation to be a location to produce a profit.
9. The Soccer Field was built for the enjoyment of everyone with many hours of hard work. Please use good judgment on using the field when wet. Reserving parties will supply their own balls.
10. No steel cleats permitted on Soccer Field.
11. The Outdoor Space will not be available for reservation during regularly scheduled church activities and events.
12. Any destruction of property or missing items will be assessed and repair or replacement cost will be the responsibility of the persons signing the Reservation Request form.
13. Trinity Reformed Church is not responsible for any accident, injury, or death occurring while using any church facility.