

## **SKYLINE LODGE POLICIES**

Permit holder is legally responsible for any and all actions of group members while they are in this Onondaga County Park facility. This person will be held financially responsible for any cleaning expenses and/or damages to park property caused by a member of user group and any violations of park policies. This person is responsible for the groups adherence to all lodge permit regulations including those pertaining to alcohol use.

User is responsible for leaving the lodge area free of litter and debris. Utilize plastic bags provided by Onondaga County Parks for trash, which will be removed by Park staff.

Skyline Lodge/Highland Forest maintains an exclusive catering contract. All catered events are required to use the contracted caterer, White Linen Hospitality. Users do have the option of bringing in their own food, provided it is home-cooked and not from another caterer, restaurant, etc. Customers who select the home cooked (or drop-off/delivery from contracted caterer) option will be provided tables, standard classroom style chairs, garbage removal and have shared access to the kitchen during their selected time frame. You are not permitted to bring in your own chairs, or any rented chairs, to use inside the building. You may bring in your own chair covers, if desired. If you are planning a full service event, White Linen Hospitality will provide you with banquet style chairs.

This permit is for the period shown and is subject to all rules and regulations of Onondaga County Parks. Accommodations will not be guaranteed for more than the number of people indicated. This permit is for an 8 hour time frame which includes set-up, event and take-down in the spring, summer & fall months with the following exception, during winter months, all events must completely take place between the hours of 7:00pm and 11:00pm. See website for actual dates.

Events at Skyline Lodge must be completely contained within the reserved room. Customers are not permitted to set up tables, chairs, etc. outside of the reserved room, ie in the hallway, entryway, etc. The space outside of the reserved area, including the restrooms, is a public space.

Customers may utilize the deck during their event but should be aware it is a shared space with the public and with the party who reserved the other room, if only one of the rooms is reserved. Customers must supply their own tables and chairs for use on the deck. The tables and chairs provided inside are not to be moved outside. If customers plan on renting tables, chairs, etc. to be used on the deck the rentals must be delivered/ removed to/from the lodge within the reserved 8 hour time you have selected. We are unable to store any rentals for any amount of time.

There is no public Wi-Fi available. Tents are not permitted on the premises. Skyline does not offer a bridal suite or changing room facilities.

No balloons, sparklers, fireworks, paper lanterns, firepits of any kind are permitted. Candles must be contained to prevent dripping.

Pets are not permitted inside Skyline Lodge, with the exception of service dogs.

Public admission to event or selling items to public requires advance permit from Onondaga County Parks, with user responsible for remitting 15% of gross receipts to Onondaga County Parks within five days of the function.

Compliance with all Health Department (315-435-6607) regulations is the responsibility of permit holder.

Onondaga County Parks reserves the right to void this permit should facilities become unavailable for any reason.

Onondaga County Parks reserves the right to cancel, postpone, or relocate any scheduled activity where in its sole opinion there exist factors that may jeopardize the public and/or facilities involved. In addition, Onondaga County Parks will not be held liable for any damages/loss of services created by acts of nature on the date of the scheduled facility use.

### **CANCELLATIONS**

In the event you need to cancel a reservation, refunds (if applicable) will not be granted unless the permit holder notifies the Onondaga County Parks Reservations Office in writing by mail or email:  
E-mail: [reservations@ongov.net](mailto:reservations@ongov.net) or

Mail: Onondaga County Parks, Attn: Reservations, 106 Lake Drive, Liverpool, NY 13088

·Cancellations received more than 10 months before the event date will receive a full refund, minus a \$50 per rental day non-refundable administrative charge.

·Cancellations received less than 10 months before the event date will not receive a refund. Any payments made less than 10 months before the original event date are non-refundable. Payments made for the Limestone Room or Kenyon Hollow Room are not refundable.

Refund guidelines for cancellation of special events and large groups (over 1,000 people) vary and are handled by park superintendent.

### **ALCOHOL POLICY**

No person under the legal drinking age of 21 may possess or consume alcoholic beverages in Onondaga County Parks.

Functions at Skyline Lodge shall utilize exclusive licensed caterer for alcohol sales and/ or distribution of food service unless event is self-prepared, home cooked affair as approved by Onondaga County Parks.

A violation of park ordinances or other laws, public intoxication, disorderly conduct, creating a public nuisance by any member of the organization, group or their guests, or their non-compliance with the permit are all grounds for the Park Superintendent or Park Rangers to revoke this permit and evict the group from the park without refund.

Alcoholic beverage consumption or open containers of alcoholic beverages are prohibited in all parking areas.

Glass containers are prohibited on exterior grounds and grass areas. Special provisions will be made to accommodate glass containers for inside functions at Onondaga County Park lodges.

Maximum amounts of alcohol permitted are based upon the Park Commissioner-approved criteria listed below. These alcohol limits are the maximum quantities and represent a reasonable approach to minimizing problems associated with alcohol consumption based upon a several hour stay for a park visitor. They are not to be considered a representation as to what may be a safe level for any one or more individuals (other factors may include physical characteristics of the individual and the time elapsed during consumption). Failure to comply with these criteria may result in postponement or cancellation of your event.

Permit holder is solely responsible for compliance with the New York State Alcoholic Beverage Control law, including any rules and regulations promulgated pursuant thereto and any permits or licenses required of permit holders thereunder.

**BEER:** One six pack (12 oz. cans) per person or one 1/4 keg (1000 oz.) per 15 people; or

**WINE:** One four pack hard seltzers/hard ciders or 1/2 quart (16 oz.) per person or 24 quarts per 50 people; or

**LIQUOR:** 5 oz. per person or 8 quarts per 50 people.

#### **ENDORSEMENT**

In making my payment, I acknowledge that I have read, understand, and agree to comply with the above terms and conditions. I further verify that I am 21 years of age or older and assume all responsibility for the actions of my group.

Updated 8/25/2022