

# **SKYLINE LODGE POLICIES**

## **LODGE REGULATIONS**

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.

April-November: This permit is for a 10 hour time frame which includes set-up, event and take-down. December-March: All events must completely take place between the hours of 7:00pm and 11:00pm.

Permit holder is legally responsible for any and all actions of group members while they are in this Onondaga County Park facility. User is responsible for leaving the lodge area free of litter and debris, plastic bags provided by Onondaga County Parks for trash, which will be removed by Park staff. 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.

Skyline Lodge/Highland Forest maintains an exclusive catering contract. All Full Service catered events are required to use the contracted caterer. Users do have the option of having food delivered/dropped off from a different caterer or bringing in their own food. Customers who select the delivery/drop off or home cooked option will be provided with tables, chairs and garbage removal and have shared access to the kitchen during their selected time frame. Please note, staff from other caterers/restaurants are not permitted in the kitchen or other serving areas of the lodge.

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 time. We are unable to store any rentals.

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.

Service dogs only are permitted inside Skyline Lodge.

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.

## **CANCELLATIONS**

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 POLICIES**

Onondaga County Parks places top priority upon safe and legal use of alcoholic beverages.

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

Approved quantities of alcohol may only be dispensed and consumed in the lodge area for which this reservation pertains.

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

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

Functions at Skyline Lodge shall utilize the exclusive licensed caterer for alcohol sales/service, unless planning delivery/drop off or home cooked event. For delivery/drop off or home cooked events, customers are permitted to have a self-service bar only. Outside bartenders are not permitted.

Maximum amounts of alcohol permitted are based upon listed criteria, contingent upon advance approval by Parks Commissioner or his agent and will be strictly enforced. These alcohol limits are maximum quantities and represent a reasonable approach to minimizing problems with alcohol consumption based upon a several hour stay for a park visitor. They are not to be considered safe levels for all individuals, for which factors include physical characteristics of the individual and the time elapsed during consumption.

BEER: One six pack (12 oz. cans) per person or 1/4 keg (1,000 oz)/18 people

WINE: 1/2 quart (16 oz) per person or 24 quarts/50 people or 1 four pack wine coolers/person

LIQUOR: 5 ounces per person or 8 quarts/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.

