

RAMADA & DAY USE AREAS FEES, RULES, & POLICIES

	WEEKDAY RENTAL		PRIMETIME/HOLIDAY HALF DAY RENTAL		PRIMETIME/HOLIDAY FULL DAY RENTAL	
	Summer	Winter	Summer	Winter	Summer	Winter
FORT TUTHILL COUNTY PARK 2446 Fort Tuthill Loop, Flagstaff, AZ 86005						
Navajo Ramada (maximum 125 people)	\$76.00	\$38.00	\$95.00	\$48.00	\$114.00	\$57.00
Maricopa Ramada (maximum 80 people)	\$76.00	\$38.00	\$95.00	\$48.00	\$114.00	\$57.00
Posse Ramada (maximum 80 people)	\$76.00	\$38.00	\$95.00	\$48.00	\$114.00	\$57.00
Cochise Ramada (maximum 70 people)	\$56.00	\$28.00	\$70.00	\$35.00	\$84.00	\$42.00
Yavapai Ramada (maximum 40 people)	\$46.00	\$23.00	\$58.00	\$29.00	\$69.00	\$35.00
PEAKS VIEW COUNTY PARK 8805 N. Koch Field, Flagstaff, AZ 86004						
Humphrey Ramada (maximum 125 people)	\$76.00	\$38.00	\$95.00	\$48.00	\$114.00	\$57.00
Agassiz Ramada (maximum 40 people)	\$46.00	\$23.00	\$58.00	\$29.00	\$69.00	\$35.00
Fremont Ramada (maximum 40 people)	\$46.00	\$23.00	\$58.00	\$29.00	\$69.00	\$35.00
RAYMOND COUNTY PARK Exit 333 off I-17 3305 Kachina Trail, Flagstaff, AZ 86005						
Willow Ramada (maximum 50 people)	\$56.00	\$28.00	\$70.00	\$35.00	\$84.00	\$42.00
Columbine Ramada (maximum 20 people)	\$46.00	\$23.00	\$58.00	\$29.00	\$69.00	\$35.00
LOUISE YELLOWMAN COUNTY PARK Main and Moenave Streets, Tuba City, AZ 86045						
Group Pavilion (maximum 125 people)	\$76.00	\$38.00	\$95.00	\$48.00	\$114.00	\$57.00

Note: There is a non-refundable credit card processing fee applied for all credit card transactions. There is no additional fee for using cash or check.

DEFINITIONS

Ramada: A rentable shade structure with picnic tables, grill/s, portable restrooms, activity areas for horseshoes and/or volleyball, and, in many cases, utilities. When not rented, ramadas are available on a first-come, first-served basis.

Day Use Area: An area suitable for picnics that is available on a first-come, first-served basis only.

Summer Season: May 1 – October 31

Winter Season: November 1 – April 30. Utilities and certain amenities, like volleyball nets, are unavailable during winter.

Holiday Rental: Ramada rental occurring on a holiday. Current holidays are: Martin Luther King Jr. Day, President’s Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving, Christmas Day, and New Year’s Day.

Primetime Rental: Ramada rental occurring on a Saturday or Sunday.

Full Day Rental: 8:00 a.m. – 10:00 p.m.

Half Day Rental: 8:00 a.m. – 2:00 p.m. OR 4:00 p.m. – 10:00 p.m.

Permit Holder: An individual or organization that is granted a permit to rent a facility owned and operated by CCPR.

RESERVATION GUIDELINES:

- 1) Coconino County Parks & Recreation (CCPR) begins accepting reservation applications for ramada rentals on the day after President’s Day each year.
- 2) Reservations are taken online or in person at the CCPR office, located at Fort Tuthill County Park, during regular business hours. Reservations may not be made by phone.

- 3) In order to speed up the reservation process, customers may establish an account through CCPR's recreation management program, CocoRec, found at coconino.az.gov/parks.
- 4) Rental fees are due at the time of the reservation. Cash, checks, money orders, traveler's checks, and credit cards are accepted. Personal checks are only accepted when reservations are made in person at the CCPR office. There is a non-refundable credit card processing fee applied at checkout.
- 5) Refunds for cancellations will be paid at the following rates:
 - a. 100% - cancellations occurring 60 or more days prior to reservation date.
 - b. 50% - cancellations occurring between 30 and 59 days prior to reservation date.
 - c. 25% - cancellations occurring between 15 and 29 days prior to reservation date.
 - d. Rental fees will be forfeited for cancellations made fewer than 15 days prior to reservation date.
 - e. Credit card processing fees are non-refundable.
 - f. Refunds will not be remitted due to poor weather conditions during the time of a reservation.
- 6) Individuals must be 18 years of age or older in order to make a reservation.
- 7) Permits may not be transferred to another individual.
- 8) Customers will be assessed \$25 for returned checks.

RULES:

- 1) All Coconino County Parks & Recreation (CCPR) Park Rules and Procedures apply.
- 2) Open fires are not permitted in ramada or day use areas.
- 3) Permit Holder will be financially liable for damage caused to County facilities and equipment.
- 4) Ramadas and surrounding area must be left clean after use. Permit Holder will be held financially liable at the rate of \$75 per hour per staff member for cleaning when ramadas are not cleaned after use.
- 5) The sale or distribution of alcoholic beverages to the **general public** is not permitted. Alcohol may be served to invited guests of the Permit Holder during **private functions**.
- 6) Activities that interfere with other park users or surrounding areas are prohibited.
- 7) Day use areas and ramadas are for day use only and may be occupied during park hours only or as noted on permit.
- 8) The use of staples, nails, and tape to affix decorations or signs to ramadas or park fixtures is prohibited.
- 9) Ramada maximum occupancies are listed above. Maximum occupancy does not reflect available seating.
- 10) Ramadas are for small functions of no more than the established maximum occupancy. If party size exceeds maximum occupancy the function may be considered a special event and therefore, special event rules and policies apply. Please contact the CCPR office at (928) 679-8000 for further information.
- 11) Special event rules and policies apply at ramadas when activities, whether public or private, include, but are not limited to any combination of the following activities: entertainment, dancing, music, drama, sports/athletics, craft/vendor booths, displays, amusement rides and activities, parades, the sale or free distribution of merchandise and/or alcohol.
- 12) Where provided, utilities are available with a paid reservation only.
- 13) Day use areas are non-reservable and are intended for drop-in use only.
- 14) Day use area and ramada parking is only allowed in designated parking areas. Parking along the roadside or in forested or natural areas is not permitted.
- 15) Removal or relocation of picnic tables is strictly prohibited.
- 16) CCPR reserves the right to close ramadas and day use areas during events such as, but not limited to, the County Fair, other special events or times of County-imposed fire restrictions.
- 17) Failure to follow all rules and procedures set forth by CCPR may result in removal from the park.
- 18) CCPR reserves the right to revoke any Use Permit if rules are violated or under emergency situations.

FORCE MAJEURE:

In the event either County or Facility Renter is unable to perform its obligations under the terms of the Permit because of acts of God, strikes, failure of carrier or utilities, equipment or transmission failure or damage that is reasonably beyond its control, or any other cause that is reasonably beyond its control, County or Facility Renter shall not be liable for damages to the other for any damages resulting from such failure to perform or otherwise from such causes. In the event of a Force Majeure, County and Facility Renter agree to reschedule the event at a mutually convenient date and time and any deposit, prepayments and reservation fees shall be applied to the rescheduled event without penalty. In the instance that the event is unable to be rescheduled for mutual convenience date and time, all monies, save for processing fees, remitted to CCPR will be refunded to the Renter.

RAMADA RESERVATION APPLICATION

Reservation Information

Event Name (i.e., Johnny's Birthday Party)		Estimated Attendance	Date (Month/Day/Year)
Park Name	Ramada Name	Please choose a time <input type="checkbox"/> 8:00 am – 10:00 pm <input type="checkbox"/> 8:00 am – 2:00 pm <input type="checkbox"/> 4:00 pm – 10:00 pm	

Customer Account Information

<i>Items marked with an asterisk (*) are required</i>					
First Name*		Middle Name		Last Name*	
Street Address*			Apartment/Unit Number	City & State*	Zip Code*
Home Phone*	Cell Phone*	Do you agree to receive Text Message Alerts? <input type="checkbox"/> Yes <input type="checkbox"/> No		Cell Phone Service Provider (For Text Message Alerts)	
E-mail Address*		Do you agree to receive promotional e-mails?*		Gender*	Date of Birth (Month/Day/Year)*
May we contact you regarding opportunities to volunteer?*		How did you hear about us? (Flyer, Website, Word of Mouth, etc.)			
<input type="checkbox"/> Yes <input type="checkbox"/> No					

Organization Information (if applicable)

<i>Items marked with an asterisk (*) are required if renting as part of an organization</i>					
Organization Name*					
Street Address*			Unit Number	City & State*	Zip Code*
Phone Number (If different from above)	Additional Phone	Website		Type of Organization*	
				<input type="checkbox"/> Commercial	<input type="checkbox"/> Non-Profit

Please answer the following questions

- | | | |
|--------------------------|--------------------------|---|
| Yes | No | |
| <input type="checkbox"/> | <input type="checkbox"/> | This permit may exceed the ramada's capacity listed on the <u>Ramada & Day Use Areas Fees and Rules</u> document. |
| <input type="checkbox"/> | <input type="checkbox"/> | This permit will be open to the general public . |
| <input type="checkbox"/> | <input type="checkbox"/> | This permit will distribute or sell food, alcohol, non-food items, or services to the general public . |
| <input type="checkbox"/> | <input type="checkbox"/> | This permit will charge an admission or entry fee to attend or participate. |
| <input type="checkbox"/> | <input type="checkbox"/> | This permit will have amplified entertainment beyond that of a boom-box or small stereo. |
| <input type="checkbox"/> | <input type="checkbox"/> | This permit will include the use of a bounce house or other carnival ride. |

Please give further details about any item you selected 'Yes' for and/or enter a brief description of your activity:

RAMADA RESERVATION WAIVER

To the fullest extent permitted by law, the Ramada user, herein PERMIT HOLDER, agrees to defend, indemnify, and hold harmless Coconino County, its officers, agents, employees, and volunteers from and against any and all claims, demands, suits, actions, proceedings, losses, cost, and or damages of every kind and description (including but not limited to attorney fees, court costs, and the cost of appellate proceedings), arising out of or resulting from the use of, conduct or management of the facility, or any accident, injury, including death, property damage, or damage whatsoever occurring in or at the facility allegedly caused in whole or in part by an act or omission of the PERMIT HOLDER or anyone directly or indirectly employed or invited by it, its agents, representatives, volunteers, or anyone for whose acts it may be liable, regardless of whether it is caused in part by the negligent act or omission of Coconino County or any of its officers, agents, or employees.

By signing below, I attest to being aware that the associated rules and procedures for use of the Ramada and for Coconino County Parks and Recreation are available online at coconino.az.gov/parks, and in hardcopy, if requested by phone to the office of Coconino County Parks and Recreation at (928) 679 8000. I understand it is my responsibility to read, understand, and uphold the Coconino County Parks and Recreation Ramada and Day Use Area/Reservation Guidelines and Park Rules, and Procedures.

For assistance during your rental, call (928) 679 8021.

Refunds for cancellations will be paid at the following rates:

- 100% - cancellations occurring 60 or more days prior to reservation date.
- 50% - cancellations occurring between 30 and 59 days prior to reservation date.
- 25% - cancellations occurring between 15 and 29 days prior to reservation date.
- Rental fees will be forfeited for cancellations made fewer than 15 days prior to reservation date.
- Credit card processing fees are non-refundable. There are no processing fees for cash or checks.
- Refunds will not be remitted due to poor weather conditions during the time of a reservation.

PERMIT HOLDER

Signature: _____

Printed Name: _____

Date: _____

If for and on behalf of an organization, print clearly:

Name of organization: _____

Title of signatory: _____

COVID-19 QUESTIONNAIRE

Please use the space below to provide answers to the following questions.

1. What is your plan to clean and disinfect frequently touched surfaces? What surfaces will you specifically clean and how frequently?

2. In what ways will you encourage attendees to frequently hand sanitize or wash their hands?
Think about signage and providing supplies.

3. In what ways will you let your attendees know about your COVID-19 protocols?
Think about signage and communications.

4. How will you enforce State and Local Ordinances, such as the County's mask mandate, for your attendees?
Think about signage and providing supplies.

5. How will you promote physical distancing (at least 6' apart) during your rental?

6. How will you encourage attendees to STAY HOME if they have tested positive for COVID-19 or are showing COVID-19 symptoms OR if they have had close contact with a person who has symptoms of COVID-19 within the past 14 days?

7. Is there anything else regarding the COVID-19 precautions for use during your reservation?

PERMIT HOLDER

Signature: _____

Printed Name: _____

COVID-19 WAIVER

1. PERMIT HOLDER acknowledges the contagious nature of COVID-19 and voluntarily assumes the risk they, or their fellow guests during the facility rental, may be exposed to or infected by COVID-19 by participating in the facility rental. PERMIT HOLDER understands it is their sole responsibility to evaluate carefully all risks inherent in using and renting the Facilities and, that by signing this Agreement and/or using the Facilities, the PERMIT HOLDER knowingly and voluntarily assumes full responsibility and the risks that the PERMIT HOLDER, its participants, and spectators may be exposed to or infected by COVID-19 by using the Facilities, and that such exposure or infection may result in personal injury, illness, permanent disability, death, or any other expense or damage. PERMIT HOLDER further acknowledges that use of the Facilities may involve inherent danger and risk, including, without limitation, the risk of exposure to viruses, including COVID-19, physical illness or injury, death or property damage. PERMIT HOLDER hereby knowingly and voluntarily assumes full responsibility for, and risk of exposure, illness, bodily injury, death, or property damage that may occur as a result of the PERMIT HOLDER, its participants, and spectators accessing or using the Facilities.
2. PERMIT HOLDER and all the persons attending the event will (a) exclude any persons experiencing any symptoms of COVID-19 including fever, cough, shortness of breath, etc. (b) strictly adhere to all social distancing guidelines in place at the time of rental as recommended by local, state, and federal officials, meaning at no time will anyone in attendance be within SIX (6) feet of each other, and (c) will wear face coverings and engage in proper sanitation guidelines in place at the time of rental as recommended by local, state, and federal officials.
3. PERMIT HOLDER agrees that the COVID-19 pandemic is a circumstance reasonably beyond either PERMIT HOLDER's or County's control sufficient to invoke the Force Majeure provision contained in the Coconino County Parks and Recreation Special Events - Facility Rental Rules and Procedures, and that both parties have independent obligations to comply with any governmental orders, including any Executive Orders issued by the Governor of Arizona and any Proclamations issued by Coconino County.
 - a. Consistent with the Force Majeure provision, both parties agree that this Permit may be terminated or withdrawn, or the permitted event may be cancelled, at any time due to the continued existence of the pandemic and the restrictions on social gatherings contained in governmental orders or health guidelines issued by the U.S. Centers for Disease Control and Prevention (CDC) and the Arizona Department of Health Services (AZDHS). Pursuant to the Facility Rental Rules and Procedures, neither County nor PERMIT HOLDER may be held liable for damages to the other for its failure to perform pursuant to this Permit. If the event cannot be held for reasons due to the COVID-19 pandemic, Coconino County Parks and Recreation will refund fees, not including credit card processing fees, paid by PERMIT HOLDER to Coconino County Parks and Recreation.

4. PERMIT HOLDER attests to being aware that the Coconino County Parks and Recreation “Re-Opening Facility Rentals” plan is available online at coconino.az.gov/parks, and in hardcopy, if requested to the office of Coconino County Parks and Recreation at (928) 679 8000 or parksrec@coconino.az.gov.
5. PERMIT HOLDER agrees to provide a written plan no later than 15 days prior to its Permit that shows compliance with the Re-Opening Facility Rentals plan, COVID-19 health guidelines issued by the Centers for Disease Control and Prevention and Arizona Department of Health Services, COVID-19 Executive Orders issued by the Governor of Arizona, and COVID-19 Proclamation issued by Coconino County. If CDC or AZDHS guidelines change between the approval of the PERMIT HOLDER’s plan and the dates of the event, PERMIT HOLDER will take measures to comply with the guidelines in place at the time of the event.
 - a. PERMIT HOLDER’s plan will be reviewed by Coconino County Parks and Recreation and, as necessary, Health and Human Services Departments. The failure to submit or implement a satisfactory plan will be considered a violation of Coconino County Parks and Recreation rules and regulations and will be considered a breach of the permit by PERMIT HOLDER. Coconino County reserves all remedies available for such a breach.
6. Coconino County Parks and Recreation reserves the right to terminate or withdraw this permit if either applicable health guidelines or Executive Orders issued by the Governor of Arizona or Proclamations issued by Coconino County prevent the use of County property as contemplated in this permit.
7. Unless this Permit is otherwise terminated or withdrawn, all provisions of the Permit shall remain in effect, including PERMIT HOLDER’s obligation to defend, indemnify, and hold harmless Coconino County from and against any and all claims arising out of PERMIT HOLDER’s use of County facilities, including any and all claims related to the COVID-19 pandemic.

PERMIT HOLDER

Signature: _____

Printed Name: _____

Date: _____



























If for and on behalf of an organization, print clearly:

Name of organization: _____

Title of signatory: _____

Choosing Safer Activities

Accessible link: <https://www.cdc.gov/coronavirus/2019-nCoV/daily-life-coping/participate-in-activities.html>

	Unvaccinated People	Examples of Activities	Fully Vaccinated People
		Outdoor	
Safest		Walk, run, wheelchair roll, or bike outdoors with members of your household	
		Attend a small, outdoor gathering with fully vaccinated family and friends	
		Attend a small, outdoor gathering with fully vaccinated and unvaccinated people	
Less Safe		Dine at an outdoor restaurant with friends from multiple households	
Least Safe		Attend a crowded, outdoor event, like a live performance, parade, or sports event	
		Indoor	
Less Safe		Visit a barber or hair salon	
		Go to an uncrowded, indoor shopping center or museum	
		Attend a small, indoor gathering of fully vaccinated and unvaccinated people from multiple households	
Least Safe		Go to an indoor movie theater	
		Attend a full-capacity worship service	
		Sing in an indoor chorus	
		Eat at an indoor restaurant or bar	
		Participate in an indoor, high intensity exercise class	

Get a COVID-19 vaccine



Prevention measures not needed



Take prevention measures

Wear a mask, stay 6 feet apart, and wash your hands.

- Safety levels assume the recommended prevention measures are followed, both by the individual and the venue (if applicable).
- CDC cannot provide the specific risk level for every activity in every community. It is important to consider your own personal situation and the risk to you, your family, and your community before venturing out.



cdc.gov/coronavirus