



## **SHELTER/CAMP BROCKWAY REGULATIONS**

### **PERMITS**

The issued permit is for period shown and is subject to all the rules and regulations of Onondaga County Parks. Accommodations shall be limited to number of people indicated on permit. Customers should check the permit upon receipt and contact the Reservations Department immediately if there are any concerns.

Permit holders will be required to produce the permit when prompted by staff, either a printed copy or on a mobile device.

### **VEHICLES**

Shelter Patrons at all Parks, except Onondaga Lake Park, area allowed to drive one vehicle to the shelter to load and unload. The vehicle must be moved to a parking lot immediately after unloading.

#### Onondaga Lake Park Shelters

Vehicle access to shelters is restricted at Onondaga Lake Park due to their location crossing pedestrian recreation trails. Professional caterers may be allowed access via permit if deemed necessary. Catering vehicle permits for Onondaga Lake Park can be requested by calling (315) 453-6712. The vehicle must be moved to parking lot immediately after unloading.

### **PAYMENTS**

Once approved, customers who placed an online request will be emailed an invoice. Full payment is due within 1 business day. Payments can be made by MasterCard or Visa or Discover online or over the phone. Payments for reservations being made over the phone are due upon placing the reservation. Checks, money orders & cash are accepted only when making the reservation in person at the Reservations Department at Onondaga Lake Park, 106 Lake Drive, Liverpool, NY. Once payment is received, the reservation is considered firm and a permit will be sent.

School groups and similar organizations paying via a purchase order must contact the Reservations Department to place a reservation.

Returned checks will be assessed a fee.

## **CANCELLATIONS**

In the event you need to cancel a reservation, refunds will not be granted unless the permit holder notifies the Reservations Department, in writing, via one of the following:  
e-mail: [reservations@ongov.net](mailto:reservations@ongov.net)  
mail: Reservations Dept., Onondaga County Parks, 106 Lake Dr., Liverpool, NY 13088  
fax: (315) 453-6764

### ***For all shelters***

- Cancellations received more than 60 days before the original event date will receive a refund, minus a \$25 per rental day/facility non-refundable administrative charge.
- Cancellations received less than 60 days before the original event date will not receive a refund. Any payments made less than 60 days before the event date original event date are non-refundable.

### ***For Camp Brockway***

- Cancellations received more than 10 months before the original event date will receive a full refund, minus a \$50 per rental day/facility non-refundable administrative charge.
- Cancellations received less than 10 months before the original event date will not receive a refund. Any payments made less than 10 months before the event date original event date are non-refundable.

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

## **MISC. REGULATIONS/POLICIES**

User is responsible for leaving area clean and free of debris. Park staff will remove and dispose of bagged trash; please use plastic bags provided.

Use of sparklers or any fireworks within Onondaga County Parks is prohibited.

Selling of any item is prohibited without a permit from Onondaga County Parks. Any group collecting a public admission to the event must remit, within five days, 15% of the gross receipts to Onondaga County Parks.

Compliance with all applicable Health Department regulations is a requirement of permit holder.

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

Person listed on the permit and endorsing payment as representing a group/company is legally responsible for any and all actions of group members while they are at the Onondaga County Park facility. This person will be held financially responsible for any cleaning expenses, damage to park property caused by a member of the group and violations of park policies. This person is also responsible for group's adherence to all picnic permit regulations including those pertaining to alcohol use.

Please contact the Reservations Dept. at (315) 451-6249 or [reservations@ongov.net](mailto:reservations@ongov.net) with any questions on what is permitted/not permitted in each park.

## **BEACH SHELTER RESERVATIONS**

Reservations at the following shelters do NOT include park admission charged during beach season.

***Jamesville Beach*** – Point Tent, Overlook Shelter, Sandpiper Shelter

***Oneida Shores*** - Aspen Shelter, Beach Shelter, Maples Tent, Sports Court

Advance sale discounted passes may be purchased, at least 3 weeks before your event date from the Reservations Department, for \$4 per vehicle. If you do not purchase passes, your guests will be required to pay full price admission, \$7 per vehicle, at the gate. Prices are subject to change. (*Onondaga County Parks offers free admission for Veterans and Active Military for one car with military ID, Onondaga County FAVOR Card, discharge papers or another form of military identification.*) Please note admission/beach passes must be distributed to guests before arriving to the park. Park staff cannot hold or distribute passes at the ticket booth. There are no exceptions. Lost or misplaced passes will NOT be replaced.

## **ALCOHOL POLICY**

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

Quantities of alcohol may be brought in, dispensed and consumed only in the picnic area for which you have a reservation.

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

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

Beer and soda must be in plastic, cans or kegs. Glass containers are prohibited with the exception of wine coolers, wine or liquor.

Below is a list of the maximum amounts of alcohol that will be permitted. Any changes must be requested in advance of your reservation date and must be approved by the Parks Commissioner or his/her agent. These limits 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. Safe levels of alcohol consumption is dependent upon the individual person 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

**Updated 5/1/2020**