

The Club at Tribute Lodge • 14085 Ravenna Road, Newbury Twp.

## GUIDELINES FOR USE

Welcome to **Geauga Park District's The Club at Tribute Lodge in Veterans Legacy Woods**. This facility may be reserved from 8:30 AM to 11 PM; reservations must be made online or by phone Monday through Friday between 10 AM and 4 PM. For pricing, please refer to the current fee schedule on our website under Reservations.

- A keypad lock secures The Club. Call up to seven (7) days prior to request the door access code. ACCESS IS PERMITTED ONLY THE DAY AND TIME SLOT OF YOUR RESERVATION.
- Do not adhere decorates to walls, ceilings, windows or park signs. No smoking or animals indoors.
- Alcohol is permitted indoors and on the patio outside, but not anywhere else in the park.
- Entrance to The Club is located behind Tribute Lodge on the lower level and is wheelchair accessible. Lower-level entrance does not have drive-up access.

**The kitchen is available for an additional fee on a first-come, first-served basis, but can only be reserved if you are also reserving Freedom Hall and/or The Club.** You must reserve the kitchen to use it; it will otherwise be locked. Inside are a 6-burner stove and oven, refrigerator, freezer and prep tables. No cooking/serving utensils or pots/pans are provided. Kitchen use also requires a special use permit; see our website under Reservations then Permits.

**Clean-up is the responsibility of the reservation holder.** Vacuum all carpeted surfaces, sweep/utilize a Swiffer to clean hard floor surfaces, wipe down/sanitize all tables/surfaces, and carry all closed bagged trash outside to the dumpster (SW corner of parking lot). All furniture must be returned to original positions. Staff cleans/sanitizes restrooms. **BEFORE LEAVING:** Ensure you have taken all personal items with you. Turn off lights/fans, close and lock windows (if applicable), and secure building with provided passcode.

### Amenities inside The Club

- Max capacity: 32 people.
- Furniture includes three (3) sofas, four (4) cushioned chairs, six (6) high-top tables with 2 chairs each, two (2) coffee tables, two (2) end tables, and a meeting/dining table (chairs w/back) seating 8.
- Free wi-fi, 65" Smart TV and electrical outlets. Computers may be hooked up to the TV via HDMI; no cables provided, but wireless & cable connections available. Do not plug in more than two (2) items per outlet to avoid overloading the circuit.
- Indoor restrooms with running water.
- Climate control (heat or AC) managed by staff. Numerous small openable windows.

### Amenities outside

- Concrete patio overlooking the rolling landscape with four (4) bistro tables with 2 chairs each, four (4) adirondack chairs, and a garden bench.
- Large grass area behind Tribute Lodge.
- Firepit. Please bring your own firewood. Some firewood may be provided but cannot be guaranteed.
- A back patio leads to the trail system, Service Branch Garden, Nature-based playground, shelter and grill (all remaining open to the public, not part of your reservation).

**Reservations must be made at least seven (7) days in advance, and to receive a fee refund, cancellation must occur at least seven (7) days prior to the reservation date. Fees are nontransferable.**

**In the event of an emergency, call 911.** For non-emergencies or assistance, call the park office at 440-286-9516. After business hours, call Geauga County Sheriff's Office at 440-286-1234 for a ranger.

