

Veterans Legacy Woods Banquet Facility • 14085 Ravenna Road, Newbury Twp.

GUIDELINES FOR USE

Welcome to **Geauga Park District's Banquet Facility in Veterans Legacy Woods**. This facility may be reserved from 6 AM to 11 PM by phone or in person on a first-come, first-served basis. **Note: Every reservation to this facility requires completion of the special use permit process outlined on our website under Reservations.**

In order to ensure the facility is well maintained for all who use it, we ask that you observe these guidelines:

- Adhere nothing to walls, ceiling, windows or signs. Do not place signs or balloons on road signs.
- A keypad lock secures the hall's reservable space. After a reservation has been made, a code will be provided to you which will unlock and lock the facility. YOUR RESERVATION PERMITS ACCESS TO THE FACILITY ONLY ON THE DAY AND TIME SLOT OF YOUR RESERVATION. YOU MAY NOT SET UP THE SPACE EARLY.
- Before leaving, return the facility to the condition in which you found it: cleaned, furniture in original positions, windows closed and trash in covered indoor containers. Upon departure, please remember to reset the push lock by entering the provided code.

Amenities inside

- L-shaped community space. Maximum capacity: 200 people.
- Eighteen 4.5-foot circular tables with seating at each for 9 (dining chairs with backs), four 8-foot long tables and seven additional chairs. Linen table coverings not included.
- Cushioned seating area near stone fireplace. Note: Fireplace is not currently operational.
- Indoor restrooms with running water and coat room area.
- Fifteen-foot wet bar with three-basin sink, handwashing sink, small refrigerator, cabinet space, ample counter space and four usable outlets. Do not plug in more than three items per outlet to avoid overloading circuit. Cleanup required. No cooking facilities available inside.
- Ceiling fans and numerous small openable windows.
- Free wi-fi.
- Alcohol is permitted within the facility and on the deck only. It is not permitted in adjacent areas such as trails, parking lot or roads.
- Heat is available at the facility. A utility fee is charged year round, and a heat surcharge October 15 through April 15. Preferred method of payment is credit card (Visa or MasterCard). Patrons may also opt to have heat during other months and pay per session at the time the reservation is made. Late requests for heat require a 3-day notice.
- Smoking and pets are not permitted in the lodge.

Amenities outside

- Wooden deck, wrapping around the east and south sides overlooking the rolling landscape, accessible through a set of double doors, with two medium circular tables, 1 small circular table and 15 chairs. Wooden stairs lead down to the park.

Reservations must be made at least 3 days in advance. To receive a fee refund, cancellation must occur at least 7 days prior to the reservation date. Fees are nontransferable.



GEAUGA PARK
DISTRICT

Updated 4-24-19

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.