

Holbrook Hollows Lodge • 7250 Country Lane, Bainbridge Township

GUIDELINES FOR USE

Welcome to **Geauga Park District's Lodge in Holbrook Hollows**. This facility may be reserved from 6 AM to 11 PM by phone or in person on a first-come, first-served basis.

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 lodge's reservable space. The garage door must remain closed during heated months. To open the back garage door during non-heated months, press up or down on the switch to the left side of the door. YOUR RESERVATION PERMITS ACCESS TO THE LODGE ONLY ON THE DAY AND TIME SLOT OF YOUR RESERVATION. YOU MAY NOT SET UP THE SPACE EARLY.
- Before leaving, return the lodge to the condition in which you found it: cleaned, furniture in original positions, garage door and windows closed, and trash in covered indoor containers. Upon departure, please remember to close the garage door and reset the push lock by entering the provided code.
- Trash - Please leave trash and containers inside the lodge for maintenance staff to pick up.

Amenities inside

- Maximum capacity: 99 people.
- Eight conference-sized tables with seating for 64 (dining chairs with backs) and two 14-foot-long counters with ample outlets above and cabinets underneath.
- Do not plug in more than 3 items per outlet to avoid overloading circuit.
- Ceiling fans and 3 large openable sliding windows.
- Alcohol is permitted within the lodge only. Alcohol is not permitted in areas adjacent to the lodge such as trails, the parking lot, roads or the restrooms.
- Heat is available at the lodge. 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

- Five bistro sets outside the lodge, each with seating for 2.
- Three picnic tables, fire pit and grill.
- Please note that your reservation does not include the outdoor amenities listed above; rather, these are first come, first served.

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 1-28-20

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.