

Judge Lester Taylor Lodge • 11383 Claridon Troy Road, Claridon Twp.

## GUIDELINES FOR USE

Welcome to **Geauga Park District's Judge Lester Taylor Lodge in Claridon Woodlands**. This facility may be reserved from 8:30 AM to 11 PM online, by phone, or in person on a first-come, first-served basis. For pricing, please refer to the current fee schedule located on our website under Reservations.

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

- A keypad lock secures the lodge's reservable space. Please call up to seven (7) days prior to your reservation to request the door access code. YOUR RESERVATION PERMITS ACCESS ONLY ON THE DAY AND TIME SLOT OF YOUR RESERVATION. YOU MAY NOT SET UP THE SPACE EARLY. A back door provides access to four parking spots behind the lodge but must remain locked when not in use.
- Bring your own water for drinking and clean-up.
- Adhere nothing to walls, ceilings, windows, signs or road signs. Remove all signs, especially any left near park entrances, and traces of decorations before leaving.
- Smoking and pets are prohibited inside the lodge. Alcohol is permitted indoors only. Alcohol is not permitted in adjacent areas such as trails, roadways and the parking lot.

**BEFORE LEAVING, • clean lodge • return furniture to original positions**  
**• secure windows/doors • leave bagged trash in provided containers**  
**• turn thermostat to 55 degrees (if heated)**  
**• secure building with provided passcode.**

### Amenities inside

- Maximum capacity: 99 people.
- Eight (8) conference-sized tables (dining chairs with backs) seating 64, three (3) high-top tables (stools, no backs) seating 12, and two (2) lounge chairs with a coffee table in front of the fireplace.
- Restrooms with running water.
- Free wi-fi, ceiling fans, and openable crank windows on one side.
- Do not plug in more than three (3) items per outlet to avoid overloading circuit. Most lights are on motion sensors.
- Water, refrigerator, microwave, coffee maker, sink and ample counter space with outlets. Cleanup required.
- Heat is provided for reservations October 15 through April 15 based on the weather. Requests for heat outside these dates must be received at least three (3) days prior to the reservation date.
- Fireplace. Please bring your own firewood. Some firewood may be provided, however, cannot be guaranteed.

### Amenities outside

- Six (6) bistro sets outside the lodge, each seating two (2).
- Please note that the open-air shelter with fire pit, grill and picnic tables across the field are available on a first-come, first-served basis and are not included with your reservation. Restrooms inside the lodge are also open to the public during your reservation.

### **FIREPLACE OPERATION**

- 1) Open damper for flue.
- 2) Use paper and kindling to start.  
**No flammable liquids.**
- 3) Add a few logs at a time.
- 4) Keep the fire small.
- 5) Do not overfill the fireplace.
- 6) Do not cook in the fireplace.
- 7) Keep the doors in front of the fireplace closed at all times.

### **Leaving the Fire:**

- 1) Allow the fire to burn down.
- 2) Coals may be left in the fireplace.
- 3) **Do not extinguish with water** (may damage stone).
- 4) Ensure the fireplace door is closed before leaving the lodge.

**Reservations must be made at least three (3) days in advance. 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.

