

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 by phone or in person (not online) Monday through Friday between 10 AM and 4 PM. **All reservations require a special use permit; visit our website under Reservations for fees, and under Permits to apply.**

- 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. Ranger presence may be required at an additional fee, to be arranged during the permitting process.
- 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.

BEFORE LEAVING, • clean lodge • return furniture to original positions • secure windows/doors

• carry bagged trash outside to dumpster (SW corner of parking lot) • secure building with provided passcode.

NOTE: *Clean-up at Tribute Lodge, which is the responsibility of the reservation holder, includes vacuuming all carpeted surfaces, sweeping/utilizing a Swiffer to clean hard floor surfaces, wiping down/sanitizing all tables/surfaces used for food service, and cleaning/sanitizing restrooms.*

Amenities inside The Club

- Maximum capacity: 32 people.
- Indoor restrooms with running water.
- Furniture includes 3 sofas, 4 cushioned chairs, 6 high-top tables with 2 chairs each, 2 coffee tables, 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.
- No indoor cooking facilities or equipment. (Separate reservation of kitchen includes use of a stove, refrigerator, freezer, prep tables and coffee pot for an additional fee.)
- Climate control (heat or AC) at all times, managed by staff. Numerous small openable windows.

Amenities outside

- Concrete patio overlooking the rolling landscape with 4 bistro tables with 2 chairs each, 4 adirondack chairs and a garden bench.
- Firepit. Please bring your own firewood. Some firewood may be provided, however, cannot be guaranteed.
- Nearby features include the Service Branch Garden, Nature-based playground, shelter and grill (not part of your reservation).

Reservations must be made at least seven (7) 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.

