



in partnership with



Cedar Lake Farm Regional Park 2012 - Group Use and Group Picnic Guidelines

Cedar Lake Regional Park Located in Scott County, this 250 acre park offers a spectacular setting for group events such as family picnics, business retreats, outdoor weddings/receptions, and recreational/educational activities. Enjoy the beautiful setting on the south shore of Cedar Lake near New Prague with more than 20 acres of picnic and recreational area and 1,000 feet of shoreline for waterfront activities.

General Park Hours 9 a.m. – sunset, daily. Open mid-May - mid September.

Reservation Picnic Areas We recommend you visit the park before your event date. Cedar Lake Park has park caretakers who live on-site to provide direction and answer any questions about your reservation. Your picnic area will be ready for occupancy by your group at 9AM. Any reserved equipment will be on the site at that time.

Lakeside Shelter Capacity 120; sheltered; includes 15 picnic tables, a catering kitchen, which has food preparation tables, sinks with hot/cold running water, and limited electricity; also includes general use of restrooms, small children’s play structure, lakeshore, and unguarded swimming beach.

Rental Fee

(Fees do not include sales tax)

Lakeside Shelter	Monday – Sunday and Holidays	\$100
Amplified music permit		\$25
Special Equipment/Inflatables/Amusement contraptions		\$25/per item

Rental Hours 9 am -10 pm, Mid-May – September. Early set-up may be arranged by special permit.

Reservation and Payment At the time of reservation, payment is due in full. Payment can be made by American Express, Discover, MasterCard, or Visa. Payment may be made by cash or check if received at the time of reservation. To make a reservation, call Three Rivers Park District reservation staff at 763.559.6700.

Permit/Confirmation Entitles your group to exclusive use of the area noted on the permit during the time indicated. It does not include use of any reserved parking area for picnic activity or exclusive use of any beach area. Please make sure you have your permit with you when arriving at the park. If you have further questions, please call 763.559.6700.

Lakeside Shelter Cancellation Policy

- If a cancellation is made *90 days prior* to the use date, 100% of the fee will be refunded.
- If a cancellation is made *60 days prior* to the use date, 50% of the fee will be refunded.
- All cancellations *after 60 days* are non-refundable.
- No refunds are given due to weather conditions unless the park or facility is officially closed due to severe, life-threatening weather.

Alcohol Policy Alcoholic beverages served in kegs, barrels, boxed wine, or bulk containers are prohibited, unless authorized by special use permit. To obtain a special use permit please contact one of the Park District Approved Caterers.

No alcohol will be consumed on Park premises by any person under the legal age. Valid identification may be requested of any person(s) who appear to be under age at any time during your event. All guests must have a valid ID if they plan to consume alcoholic beverages.

Catering in the Parks If you choose to have your event catered, we ask that you select a caterer from the Three Rivers Park District Approved Catering List. For a copy of the Park District Approved Catering List please visit our website **at ThreeRiversParks.org**. Please note that a caterer's usage fee is assessed to each caterer by Three Rivers Park District. It is the caterer's responsibility to pay this fee; however, you should expect it to be incorporated into your bid from the caterer.

Music/Amplification Amplified music is permitted for reservation group events. However, Scott County and Three Rivers Park district want to be good neighbors. Therefore, the following regulations apply to use of amplified music:

- Use of amplified music must comply with state regulations.
- Music is permitted from 9AM to 10PM. All amplified music must end at 10PM.
- Music systems must be set up to direct noise away from the lake and adjacent neighbors. In general music systems must direct noise south towards the barn and homestead onsite.
- It may be required that use of a sound buffering material around the sounds system is needed. Straw bales are available.
- A \$25 permit fee will be applied to reservations that request amplified music.

Special Equipment, Inflatables, and/or Amusement Contraptions Special permission is needed at least 14 days prior to your reservation before your group can bring in special equipment, inflatables, or contraptions to the picnic site. A \$25 per item fee is charged and there is a limit to the number of items each site can support. All items must be noted on your permit and setup in staking area only. It shall be unlawful to bring in, set-up, construct, or operate any amusement or entertainment contraption, device, or gadget without a permit.

- Canopies are allowed if groups are reserving a picnic site. If you are planning to set-up a canopy, permission must appear on your permit, and it must be set-up within the staking area. All equipment and canopies must be put up and removed within the reservation time frame.
- To avoid underground cables and wires, DO NOT set-up equipment or canopies until you have contacted the Park Supervisor for placement. Your group is responsible for moving tables under the canopy.
- To avoid underground cables and wires, DO NOT set-up equipment or canopies until you have contacted the park caretakers for placement.
- **A Certificate of Insurance naming the Park District as an additional insured is required to be on file in the reservations office before special equipment, inflatables, and/or amusement contraptions can be brought into the park.**
- **A Hold/Harmless Agreement must also be signed.**

Smoking It shall be unlawful for any person to smoke or use tobacco products in or within 25 feet of any entrance to any indoor area or in the designated perimeter of any creative play area, beach, swim pond, or water play area.

Parking Information Parking is free for all personal/family vehicles at Cedar Lake Regional Park. Vehicles must be parked in the main parking area off of Juniper. Individuals with disabilities or special needs will be accommodated by checking in with the caretakers for authorization to drive to the picnic area. Overnight parking is not permitted, except for groups that have an overnight camping permit.

Pets Pets are NOT allowed at Cedar Lake Farm Regional Park

Signs and Banners Temporary signs on independent laths may be located within the park. Banners or signs may not be tied, taped, or otherwise affixed to or across trees, signs, or other post-type structures. All signs and banners must be set-up and removed within the rental time frame. Decorations may only be installed with approval from the park caretakers and must be removed at the conclusion of the event. Please check with the park caretakers when you arrive before installing signs, banners, or decorations.

Confetti and Rice No confetti, rice, birdseed, streamers, glitter, or poppers may be used in or around the shelter, festival canopy area or park. Balloons are allowed but not permitted to be released within the park environment.

Solicitation and Sales You are not permitted to sell, solicit, peddle, or rent any goods, wares, merchandise, or edibles; or collect any money at Cedar Lake Park unless you have obtained prior approval.

Site Clean-up and Recycling

- Normal site maintenance is included in your reservation fee. If your group causes extraordinary maintenance service, your group will be charged at an hourly rate to cover labor costs. Your group is responsible to generally pick up the site at the conclusion of your event.
- Damage done to your site will result in your group being assessed fees to cover the cost of the damages and labor for repairs. Please be sure your group members are aware of this policy.
- Dispose of coals properly in the concrete receptacles provided.
- Please recycle. Each reservation picnic area has recycling receptacles for beverage cans and plastic bottles.
- The caterer or reservation group must take grease out of the park. Do not pour on the ground or in garbage containers.
- Clean up any items such as balloons, balloon fragments, or eggs that are used for games and decoration. These are dangerous to wildlife.

Wildlife Please respect the wildlife found in the park. Do not attempt to feed or catch wildlife.

Group Opportunities Three Rivers Park district provides fun and interactive group opportunities led by experienced staff for all ages and ability levels. We offer nature, recreation and cultural history activities, crafts, and games. For more information Call 763-694-7778.

Weather Conditions Be aware of changing weather conditions while visiting the park. In case of severe weather, seek shelter or go to a low-lying area away from trees. Guests are expected to be aware of these conditions and the proper procedures for severe weather.

For Your Safety If you need assistance, contact the park caretaker or call 911.

Park Amenities

Swimming Beach is open during regular hours typically Mid May- Mid September. Beach hours: 9 a.m. - sunset daily, Swimming is permitted in designated swimming area within the marked swim buoy. No lifeguard on duty. Please no glass in the beach area

Boat Access a portion of the park is designated for boat shore landing "pull up". A public boat launch is available on the south east corner of the lake.

Fishing from shore is permitted, except in designated swimming area.

Horseshoe/Pit are available on a first come first serve basis. Equipment is available through the caretaker. First come first serve basis

Softball a large open space is available for a game of softball.

Grilling is permitted. Coals must be disposed of in designated coal barrel. Limited number of grills available.

Thank you for considering Cedar Lake Farm Regional Park for your special event. Please let us know if we can be of any further assistance 763-694-7777.

Cedar Lake Farm Regional Park, 400 west 26th Street, New Prague, MN 56071