



## Coloma Township Park District's Park / Shelter & Cancellation Policy

**Each Shelter is rented only once each day.** Reservations are done on a first come first serve basis. An adequate number of picnic tables will be supplied. On the morning of the event, a reserved sign will be put up with the rental party's name on it.

**Reservations must be made at the administrative office.** For those renters who are out of town, or for medical reasons cannot make it into the office, checks by mail will be accepted. These reservations will be honored for two weeks or until the check is received.

**Cancellation Policy:** In the event of cancellation, a \$10.00 service fee will be applied. Refunds will be issued if cancellation takes place a minimum of 2 (two) weeks prior to scheduled date. This applies in the case of cancellations due to inclement weather conditions as well. Cancellation must take place by notifying the Coloma Township Park District Administrative Office at 508 East 11th Street, Rock Falls, or call us at 814-625-0272.

**Rainout Policy: No Rainout refunds will be issued.**

**Ball Diamonds:** \$250.00 ~ Includes Larson Shelter. \$15 Per Hour Per Diamonds for Lights.

Coloma Township Park District—508 East 11th Street—Rock Falls, IL 61071

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