



Koeneman Park Pavilion/Park

Koeneman Park Pavilion/Park Information

- Reservations may only be accepted in person and are taken for the current year only (beginning the first working day in January) at Jennings Civic Center located at 8720 Jennings Station Road, Jennings, MO. 63136
- Applicants must show a valid driver's license. Residents must have proof of a valid Jennings address either by current driver's licenses or occupancy permit to qualify for resident rates.
- Anyone wanting to reserve the park must be 21 or older.
- Park facilities are available for reservations April 1 - October 31
- The park may be reserved from 11 a.m. - 9 p.m. (all Jennings parks close at 9:00 p.m., please adhere to this closing time).
- **City Sponsored events have priority for park use.**
- **Applicants can reserve the pavilion for any one day.**

Permit Fee

Large Pavilion Fee: Residents- \$80.00 Non-Residents/Non-Profit- \$120.00 Corporate- \$150.00

Small Pavilion Fee: Residents - \$40.00 Non-Residents/Non-Profit - \$ 80.00 Corporate - \$150.00

Damage Fee: \$100.00

Picnic Sites: Residents- \$15.00 Non-Residents/Non-Profit- \$25.00 Corporate- \$50.00

Payment Types: Cash/ Money Orders/ Cashier Checks

January 1st-October 31st DEPOSITS ARE DUE AT THE TIME OF THE RESERVATION. REMAINING BALANCES ARE DUE 31 DAYS PRIOR TO THE SCHEDULED DATE OF THE EVENT.

The large pavilion can accommodate 75 people, and the small pavilion can accommodate 50 people. It has 110-watt electrical outlets (not suitable for heavy wattage equipment). Gazebo can accommodate 10-12 people. Rental will include two barbeque grills and ten picnic tables.

A picnic site can accommodate 40 people. It includes five picnic tables and one barbeque grill.

NOTE: PICNIC TABLES ARE NOT TO BE MOVED BY RENTERS OR GUESTS

Permits are not transferable. The permit must be shown to the park attendant upon arrival. Nothing is final until the application is paid in full and on file with the City along with a copy of the permit.



Koeneman Park Pavilion/Park
Koeneman Park Rules

The City of Jennings is not held responsible for any personal injuries, theft, or damage to personal items. If any problems should occur report it to the police department or for an emergency call 911.

- 1. Dogs on a Leash and under control will be allowed in all city parks [Ordinance # 2351, § 1, 10-27-14](#)**
2. No Glass is allowed in the park (including but not limited to dishware and bottles). Groups with glass in the park will have their permit revoked, and you will be required to leave the park immediately
3. The creation of any unreasonably loud, disturbing, or unnecessary noise in the park is prohibited.
Per the Jennings [OFFENSES AGAINST PUBLIC PEACE ARTICLE II](#)**
4. Open fires, bonfires, fire pits, or fryers are not permitted in the park
5. No Generators are allowed in the park**
- 6. No table top barbeque grills.**
7. Barbeque grills, no larger than 5ft x 8ft. are permitted if a picnic area has been reserved and can only be placed in the designated areas.
8. Grills hooked up to vehicles must be removed and personal vehicles must be parked in the parking lot.
9. Removal of coals hot or cold is the responsibility of the permit holder.
10. Coals must be doused for safe removal before leaving the park.
11. Under no circumstances may the coals be placed on the grass or asphalt.
12. No cleaning of your grills at the park.
- 13. NO frying of any kind is allowed**
14. No motor bikes/scooters on the walking trails
15. Bicycle riding, roller skating, and skateboarding are permitted on paved surfaces. For safety reasons bikes are not allowed between the ball diamonds or in the concession stand area.
- 16. The use of amusement rides, inflatable's (i.e. bounce houses), game booths, pony rides and bands are strictly prohibited ****
17. Water hook ups are not available. **No sprinklers, swimming pools, or water balloons of any kind.**
18. Portable basketball hoops are not permitted to be brought into the park.
19. Small canopies (10 x 10) are permitted but may not be attached to any tree. No tents of any kind.
20. Driving on the grass is not permitted.
21. Parking is allowed only in the parking lots. Tickets will be issued for illegal parked vehicles.
22. No climbing or standing on rocks in or near the lake. No swimming in the lake
23. Speed limit is 15 miles per hour.
24. Permit holder will be held responsible for all cleanup/take down and all damages to the pavilion and/or park during the scheduled rental resulting from their usage. They are also responsible for the clearing off of all tabletops and taking down any and all decorations etc.
25. All trash must be picked up and placed in the proper receptacle.
26. Weapons of all types are prohibited on park/city property
27. No fireworks allowed in the park.

** Denotes exception for City Events

Initial _____



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The above is intended to provide you with the most common ordinances, rules, and regulations which may apply to your function. However, your rental is subject to enforcement of all city ordinances, park rules and regulations. If you have any questions regarding items not listed or any other questions please call the Recreation Department at 314-388-3040, ext. 1.

NOTE: *All permit holders and guests should respect the family-friendly atmosphere of the park. Any non-acceptable behavior by action, dress, or language of permit holder or guest will cause for permit to be revoked and permit holder and guests will be asked to leave by park attendant/security. When necessary, police will be called for enforcement.*

I have read and agree to the following rules for usage of the park. I also agree to inform all those in my party of these rules.

Please keep a copy for your records.

Signature of applicant

Date

CANCELLATION POLICY

If you cancel a reservation 30 days or less prior to the date of the function – There will be no rescheduling and no refund.

Due to inclement weather or park conditions events can be rescheduled at the City's discretion

If you cancel a reservation 31 days or more prior to the date of the function – Event date maybe rescheduled if available or provide a refund.

Any unused portion of the damage/security deposit may be refunded to the Renter after the Rental. A refund check request will be issued by the Recreation Department Staff to the Finance Department generally within 7 days after the rental. The refund will be mailed generally using the United States Postal Service (USPS) within 21 days from the request date. No refunds will be picked up, unless it is returned to the City Hall. Allow 14 days from the mailing date of the check to pick up a check that has been returned to City Hall (**No cash refund will be given**).

Signature of applicant

Date



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Today's Date _____ Date Approved _____

Name of Applicant _____ Address _____

City _____ State _____ Zip Code _____

Contact # _____ Email _____

Name Organization/Business, if applicable _____

Reservation Information

Date _____ Time _____ Number of People _____

Purpose of use _____

(Family reunion, birthday party, picnic, school group, church group, etc.)

Alcohol Being Served: () Yes () No

Bringing Own Grill: () Yes Size: _____

Only one picnic area can be requested per permit.

Picnic Site: () 1 () 2 () 3 () 4 () 5 () 6 () N/A

Pavilion

A picnic site cannot be requested if renting the pavilion.

Pavilion: () Yes () No

A picnic site cannot be requested if renting a pavilion.

Person or organization to which this permit is issued shall assume full responsibility for the behavior of those attending the function. Permit holder will be held accountable for all aspects of this permit and any damage resulting from this function.

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Renter's Release and Hold Harmless.

No liability either express or implied, will be incurred by the City, its agents, servants, and employees, arising out of the use of any City of Jennings Park, its agents, servants, employees, assigns, successors, invitees and licensees, during the date and time specified in the Agreement. Renter agrees to indemnify and save harmless the City, its agents, servants, employees, from and against any and all liability for damages arising from injuries to persons or damage to property occasioned by any negligent acts or other omissions of Renter its agents, servants or employees, including any and all expense, legal or otherwise, which may be incurred by the City or its agents, servants or employees, in defense of any claim, action or suit, irrespective of any claim that an act, omission or negligence of the City or its agents, servants or employees contributed to such injury or damage.”

Signature of Applicant

Date

A ball field may be requested for two-hour time slot, if available. You must provide your own equipment.

Pete McDermott Ball Field

(Time) _____

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I do hereby agree to hold harmless the City of Jennings and its officers, employees, or members against all and any claims, cause or action, damages, cost, or expenses based on bodily injury and/or property damages now or hereafter arising during/from the use of the above stated facilities.

Signature of Applicant _____ Date _____