

Village of Windsor

Park Shelter Reservation Guide

General Park Rules and Regulations

Park hours are from 5:00 am to 10:00 pm.

- No Pets
- No Alcoholic Beverages (unless renting a park shelter; review policy below)
- No Smoking
- No Firearms and other weapons
- No Offensive, Abusive or Disruptive Behavior
- No Sound Amplification without a Permit
- No Hunting and Trapping
- No Open Fires Outside Designated Areas
- No Unauthorized Vehicles
- No Driving on Paths
- No Selling out of the Shelter
- No Glass Containers

Refer to Village Ordinances for complete rules and regulations.

Rented Shelter/Park Use

- Shelters are rented with the understanding that the park is open to the public, and the only thing reserved is the shelter. You may use the fields, playground and other areas of the park; however, those areas are not reserved.
- Concession stands are not available for rent and will be locked.
- Keys: If you are renting a shelter at Morrisonville Park, you will need to pick up restroom keys prior to your event. Restroom keys can be picked up at the Windsor Municipal Building the Friday before your event from 8:00 am to 4:30 pm. Keys should be returned the Monday following your event. Cradle Hill Park, Fireman's Park, Windsor Community Park and Windsor Sports Commons do not require keys as the restrooms are on a timer (open from 9:00 am to 8:00 pm). **The other Windsor parks available to rent may have a portable restroom.**
- Grills can be used for cooking. An adult should attend hot grills at all times and be capable of putting out fires, if need be. You are responsible for controlling, maintaining and completely extinguishing the fire and safely disposing of ashes and coals, if needed.
- The shelter must be cleaned up and left in good condition when your event is over. At the end of the event, all garbage shall be removed from the site and a new trash bag, provided in the bottom of the receptacle, shall be placed in the receptacle.
- Parking is allowed in designated parking stalls or on the street, if not marked otherwise. Do not park on the grassy areas or in any manner that blocks private property.
- There are no inflatables or tents allowed.
- For amplified music, the Village Clerk must approve and issue a permit.

Policy on Beer and Wine in Reserved Park Shelters

you are allowed to serve **beer or wine** to **guests 21 years or older** if you are renting the shelter. There are additional regulations you must follow in order to serve beer or wine:

- Only individuals who are renting a shelter and have completed the Park Shelter Reservation Application are allowed to have beer or wine at their event. Otherwise, no alcohol, including beer and wine, is allowed in any Windsor park.
- Both the shelter renter and their guests may bring beer or wine to the event but it must be kept in the shelter area. It violates the law to have open alcoholic beverages in other areas of the park including playground areas, fields or diamonds, public roads, public parking, or in vehicles.
- You cannot charge for or sell beer or wine.
- You can only serve beer and wine in non-breakable containers (no glass).
- The individual renting the shelter is responsible for the actions of their guests and any damage caused by their guests.
- The shelter renter must surrender their permit and end the event at the request of Law Enforcement.
- Law Enforcement may remove individuals from the park for violations of this policy and may issue citations as appropriate.