

**TYRONE RECREATION
SHAMROCK STAGE SPECIAL EVENT PERMIT**

960 Senoia Road, Tyrone, GA 30290 (770) 487-4694
Parks & Recreation: Kristie McClenny

Reservation date: _____ Times: _____
For the purpose of: _____ Number attending function: _____
Renter name: _____
Renter address: _____
Business name: _____
Address: _____
Email address: _____
Cell phone: _____ Work number: _____

(THIS NAME MUST MATCH THE NAME ON YOUR DEPOSIT & PAYMENT RECEIPTS)
(YOUR SECURITY DEPOSIT REIMBURSEMENT WILL BE MAILED BACK TO THE ABOVE ADDRESS)
RENTALS ARE FOR IN-COUNTY RESIDENTS ONLY.

- Hours of operation: 8AM-10PM
- No facility may be reserved more than a year in advance.
- RENTAL RATES: \$125.00 PER HOUR.
- The Town of Tyrone requires a \$300.00 security deposit for the Shamrock stage rental.
- This deposit is CASH ONLY, EXACT CHANGE.
- The deposit may not be held for future rental events.
- Failure to follow any rules will limit future use and reduce the amount of the deposit refunded
- ALL RESERVATION FEES ARE NON-REFUNDABLE.

PLEASE NOTE: All Tyrone Government Entities (Including Public Schools) are exempt from rental fees, however a deposit of \$300 is required.

RULES

- Chairs, tables, facilities, and bleachers are NOT provided by the Town.
- No installation of decorations should cause holes or damage to the facility.
- Use of facility electrical is permitted. Use of AV equipment is not permitted unless approved by Recreation manager or Town Council.
- Absolutely no golf carts on the field or walking trail. Please use appropriate parking spaces.
- The Shamrock Park field is not included in this rental. An appropriate amount of space for an audience is permitted in front of stage.
- Alcoholic beverages, vapes, and the use of tobacco products are prohibited.
- Properly dispose of all refuse inside and outside.
- Police and secure the area before and after the event, and verify the facility is in order.
- No activity that can be deemed illegal, immoral, or otherwise contrary to the public good shall be permitted.
- Adult supervision must be provided for children ages 20 and under. The ratio must be one adult for every five adolescents.
- Deposits will be returned to the renter via check. It takes approximately 3-4 weeks to receive your deposit reimbursement.
- The organizer(s) of any special event that is open to the public must hire an off-duty Tyrone police officer to provide event security if the event is expected to draw more than 150 people. The Tyrone Police Department set security rates, which must be scheduled through the Tyrone Police Department. Please call 770-487-4732 to continue the process.
- No more than two rentals per individual and/or organization per calendar year
- Any request to waive rental fees shall be subject to approval by the town council and must be submitted in writing at least four weeks before the reservation. Any events where fees have been waived must be free to attend and open to the public. Commercial activity at such events is prohibited. Organizers of such events shall not charge participants for concessions and shall not engage vendors that will charge participants for concessions.
- Fireworks are strictly prohibited.
- No parking on the side of the road. Violations may result in a parking ticket or cars may be towed.
- The amplification of music is prohibited unless prior approval is obtained.
- All damage to any facility shall be reported to the town manager or parks and recreation manager such as light failure, bleacher damage, facility damage, field damage, etc.
- Only vehicles with visible handicap stickers are permitted to park in designated handicap areas. Violations may result in the impounding of vehicles.
- The organizer(s) of any special event that is open to the public must provide proof of insurance listing the Town of Tyrone as an additional insured in the amount of \$1,000,000.00.
- PLEASE NOTE: THE NAME ON THE RECEIPT AND THE ADDRESS ON THE RENTAL FORM WILL BE USED FOR SECURITY DEPOSIT REIMBURSEMENT. NO EXCEPTIONS.

I am an adult 21 years of age or older. I have signed the Liability Release Agreement on the back of this page and received a copy of the cleanup procedures.

Signature Date

FOR OFFICE USE ONLY

Amount of deposit: _____ Receipt# _____ Employee Initials _____

Amount of rental payment: _____ Receipt# _____ Employee Initials _____

TYRONE RECREATION SHAMROCK PARK PAVILION RESERVATION FORM

Roger Spencer Community Center, 145 Commerce Drive, Tyrone, GA 30290 (770) 487-4694
Parks & Recreation Manager, Kristie McClenny

- The Town of Tyrone requires a \$150.00 security deposit for the pavilion rental.
This deposit is to be in **CASH ONLY, EXACT CHANGE.**
- **Rental is restricted to Fayette County residents only. Rental fee is \$75.00 per hour.**
- **Both the security deposit and rental fee are due at the time of reservation.**
- Failure to follow any rules will limit future use and reduce the amount of deposit refunded.
- **ALL RESERVATION FEES ARE NON-REFUNDABLE.**

Reservation date: _____ Times: _____

For the purpose of: _____ Number of people attending _____ (Limit 50)

Renter Name: _____

Address: _____

Business Name: _____

Address: _____

(YOUR SECURITY DEPOSIT REIMBURSEMENT WILL BE MAILED BACK TO THE ABOVE ADDRESS)
(THIS NAME MUST MATCH THE NAME ON YOUR DEPOSIT & PAYMENT RECEIPTS)

Email address: _____

Cell phone: _____ Work number: _____

RENTAL RATES (FLAT FEE. ONE RENTAL PER DAY)

- Alcoholic beverages, vaping, and the use of tobacco products are prohibited.
- Properly dispose of all refuse inside and outside of the pavilion.
- Parking is restricted to PARKING SPACES. No parking on grass or blocking other vehicles. Additional parking is across the street at the new Town Hall and behind the lake in the recreation center/library parking lot.
- Police and secure the area before and after the event, and verify the facility is in order.
- Clean-up procedures are a must. All garbage is bagged. Taken to dumpsters at either Handley or Redwine Parks. Picnic tables are free of garbage and wiped clean of spills. Garbage on the floor under the pavilion was picked up.
- Reimbursement of any costs to repair damage or cleanup is required.
- The pavilion should not be open for use before 8:00 am or remain open after 9:00 pm.
- Music amplification shall not be so loud as to disturb adjacent property owners.
- No activity that can be deemed illegal, immoral, or otherwise contrary to the public good shall be permitted.
- Adult supervision must be provided for children ages 20 and under. The ratio must be one adult for every five adolescents.
- Deposits will be returned to the renter via check. It takes approximately 2-3 weeks to receive your deposit reimbursement.
- There shall be no consecutive rentals on the Shamrock Park Pavilion.
- Only two rentals per organization or individual per calendar year.
- The following are eligible for free rentals: All Tyrone government entities.
- **PLEASE NOTE: THE NAME ON THE RECEIPT AND THE ADDRESS ON THE RENTAL FORM WILL BE USED FOR SECURITY DEPOSIT REIMBURSEMENT. NO EXCEPTIONS.**
- **NO TENTS, GRILLS, TABLES, OR INFLATABLES ARE ALLOWED OUTSIDE OF THE PAVILION.**
- **THE PAVILION CAPACITY IS 50 PEOPLE. IF YOU HAVE MORE THAN 50 PEOPLE, YOU ARE SUBJECT TO BEING SHUT DOWN WITH NO REIMBURSEMENT OF MONIES.**

I am an adult 21 years of age or older. I have signed the Liability Release Agreement on the back of this page and received a copy of the cleanup procedures.

Signature _____

Date _____

FOR OFFICE USE ONLY

Amount of deposit: _____ Receipt# _____ Employee Initials _____

Amount of rental payment: _____ Receipt# _____ Employee Initials _____

Notes: _____ Rev. 6/05/2026

SHAMROCK PARK PAVILION RENTAL CLEAN UP AND RULES

- Inflatables, additional tables, canopies, etc may not be set up outside of the pavilion.
- Alcoholic beverages and the use of tobacco products are prohibited.
- Properly dispose of all refuse inside and outside of the pavilion.
- Parking is restricted to PARKING SPACES. No parking on grass or blocking other vehicles. There is additional parking across the street at the new Town Hall as well as behind the lake in the recreation center/library parking lot.
- Police and secure the area before and after the event and verify the facility is in order.
- Clean-up procedures are a must. All garbage bagged. Taken to dumpsters at either Handley or Redwine Parks. Picnic tables free of garbage and wiped clean of spills. Garbage on floor under pavilion picked up.
- Reimbursement of any costs to repair damage or cleanup is required.
- The pavilion shall not be open for use before 7:00 am or remain open after 10:00 pm. All lights will be turned off by 11:00 pm.
- The amplification of music shall not be so loud as to disturb adjacent property owners.
- No activity shall be permitted which can be deemed illegal, immoral or otherwise contrary to the public good.
- Adult supervision must be provided for ages 20 and under. The ration must be one adult per every 5 adolescents.
- Deposits will be returned to renter via check. It takes approximately 2-3 weeks to receive your deposit reimbursement.
- **PLEASE NOTE: THE NAME ON THE RECEIPT AND THE ADDRESS ON THE RENTAL FORM WILL BE USED FOR SECURITY DEPOSIT REIMBURSEMENT. NO EXCEPTIONS.**
- **NO TENTS, GRILLS, TABLES OR INFLATABLES ARE ALLOWED OUTSIDE OF THE PAVILION.**
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Amount of deposit: _____ Receipt# _____ Employee

Initials _____

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Initials _____