

HYTOP PARK

30334 Alabama 79
Scottsboro, AL 35768

HYTOP PARK COMMUNITY CENTER AND PAVILION RENTAL RULES

The Hytop Park is open from dawn until 11:00 pm CST every day. We have 2 buildings, which can be rented for your events. The community Center is an indoor facility with a full kitchen and plenty of space to seat your guests. The Pavilion is an outdoor roofed space with picnic tables and bathroom facilities. The hours for the 2 buildings are the same as the park and should be followed with NO exceptions. The 2 buildings are rented separately but can be rented together, provided both are available. Rentals are on a first come, first serve basis and will not be held until the rental fee and deposit is paid.

The rental deposit is held for 5 business days from your rental period. If the rental agreement is upheld – the facility is cleaned to the agreement and there are no damages, the deposit will be returned within 10 business from the rental period. The Hytop Park is considered public property, excluding the Community Center and Pavilion, so it is possible that other people may come to the park and use the other facilities while your rental is in progress.

We require at least 30 days' notice of a cancellation. If rental is cancelled within 30 days of reservation, the deposit will not be returned.

The rental period for either building is for all day and will not be rented out for any partial days.

Please read the Park rule and regulations below:

The misuse or failure to comply with any of the following rules and regulations will result in the loss of your deposit.

- **NO SMOKING inside the Community Center or the Pavilion sink room or bathrooms**
- **NO ALCOHOL ANYWHERE ON HYTOP PARK PROPERTY**
- **You must be at least 18 years of age to rent either building.**
- **Empty ALL garbage cans used during your rental period, even on public areas around the playground, volleyball, and basketball areas. There are additional bags in the Community Center and the Pavilion Supply Room.**
- **Please return any tables and chairs to their original locations.** There are _____ tables and _____ chairs.
- **Please clean restrooms used during your rental. There are cleaning supplies on site for your convenience, located under the vanities in Community Center restroom and in the Pavilion Supply Room.**
- **Do not stick any thumbtacks, pin nails, or use tape of any kind on any wall, ceiling, or table.**
- **Do NOT leave anything in the refrigerator. You must clean the refrigerator if used during your rental.**
- **You must clean the stove and oven if they were used during your rental.**
- **The thermostat in the Community Center can be changed but will need to be returned to 74 degrees in the summer and 68 degrees in the winter.**

The Community Center cleaning list is as follows:

- Sweep and mop all vinyl areas
- Vacuum the carpeted areas
- Wipe down all tables and chairs used during rental
- Clean restrooms
- Clean any appliances and countertops used during rental
- Clean front and back doors as needed

The Pavilion cleaning list is as follows:

- Sweep the Pavilion area
- Sweep the restrooms
- Hose down and clean off any food or drink spilled on concrete
- Clean restrooms
- Make sure that the grill is clean and hot charcoal is extinguished.

Supplies List:

- Clorox wipes (Equivalent)
- Toilet Bowl Cleaner
- Windex
- Dishwashing Liquid
- Oven Cleaner
- Pine Sol (Equivalent)
- Paper Towels
- Toilet Paper