



# Picnic Shelter Reservations

Shelters are open during daylight hours only—as early as 6 a.m. and remaining open no later than 10 p.m., seven days a week; and are only reserved on a full-day basis.

All shelters are available on a first-come, first-served basis, unless they are reserved.

Reservations must be made a minimum of 4 days in advance, and can be made up to 90 days prior to the requested rental date.

Although a reservation is not required to use a shelter, availability may be limited during peak season times.

Before reserving a shelter, we recommend you visit the park to ensure the shelter will be ideal for your activity gathering.

Please note that many restrooms at City parks are closed during winter months (November – March) to protect water lines from damage by freezing temperatures.

Picnic shelters at Asheville city parks are popular gathering places to host a party, reunion or company picnic. They are also a fun and affordable way to spend time outdoors.

Below is a summary of the most common rules and policies regarding shelter rentals. If you still have questions, call the Asheville Parks & Recreation Department at 828-259-5800 during regular office hours, Monday through Friday, 8:30 a.m. to 5 p.m.

- Smoking, the use of e-cigarettes and the consumption of alcohol are prohibited at City parks.
- The use of portable grills, smokers and other cooking devices are strictly prohibited at shelters.
- An activity operating under a shelter reservation may not be advertised to the general public.
- Maximum shelter capacity is based on available on-site parking and number of picnic tables.
- A shelter may not be used for an activity which will result in monetary gain for an individual or private group.
- An additional permit is required for inflatables, tents or canopies larger than 10' x 10' that will be erected beside a shelter. For more information, call the City of Asheville Outdoor Special Event Office at 828-259-5738.

It is the renter's responsibility to be aware of and adhere to all applicable City ordinances. The City of Asheville Code of Ordinances is available online in its entirety at the following address:

<https://library.municode.com/nc/asheville>.

## 2018 Shelter Fees

Shelters at the following parks can be reserved for \$40: Azalea Park, French Broad River Park (Gazebo), Haw Creek Park, Malvern Hills Park, Murphy-Oakley Park, Recreation Park (Gazebo), Walton Street Park, Weaver Park and West Asheville Park. The shelter at Carrier Park can be reserved for \$150.

## Payment Information

Full payment must be made at the time of the original reservation request.

To reserve a shelter online, visit [www.ashevollenc.gov/parks](http://www.ashevollenc.gov/parks) and click on the link for Shelter Rentals. Only Visa® and MasterCard® credit cards are accepted online.

Cash, check and credit card payments are accepted in person. Payments can be made at the Asheville Parks & Recreation Department's administrative office, located on the 4th Floor at Asheville City Hall, 70 Court Plaza. Checks should be made payable to the City of Asheville. If paying with cash, please bring exact change.



*Picnic Shelter at Murphy-Oakley Park*

## Refunds and Modifications

Cancellations must be received in writing at least five (5) business days in advance of the reservation date in order to receive a full refund. Send cancellation requests to Asheville Parks & Recreation, c/o Picnic Shelter Cancellation, PO Box 7148, Asheville, NC 28803, or e-mail [parks@ashevollenc.gov](mailto:parks@ashevollenc.gov).

Refunds are issued to the charging credit card or by check from the City of Asheville. Please allow up to 2-3 weeks for processing.

Modifications to an existing reservation, including changing the shelter location or date, must be done at least seven (7) days prior to the scheduled reservation date. All modifications are subject to availability.

## Accessibility & Endorsement

City of Asheville staff is authorized to have access to any activity at any time to determine it is lawful and in compliance with the regulations of these policies. The City of Asheville does not discriminate on the basis of race, sex, color, age, national origin, sexual orientation, religion or disability in its employment opportunities, programs, services and activities. Granting the use of City facilities does not constitute an endorsement of the individual's or group's beliefs, viewpoints, policies, or affiliations by the City of Asheville.