

1. Reservation fees are due within ten (10) business days of making a reservation or no later than five (5) business days prior to the actual reserved date, whichever comes first. If reservation fees are not received within the specified time frame, the reservation may be cancelled without notification. Please make checks payable to New Hanover County. Payments can also be made over the phone with a Visa or Mastercard. When mailing in a check, return this signed page with your payment.

** Everyone must sign and return the Facility Rules and Regulations page before your reservation is final.

** You may return via email, fax, or US mail. Mailing address: 230 Government Center Drive, Ste. 120, Wilmington, NC 28403.

2. Reservation fees are non-refundable. In severe weather cases, reservations may be rescheduled in the current year. If the park is closed due to extreme weather conditions, refunds will be issued.

3. No glass is allowed on park grounds.

*4. Tents and inflatables (bounce houses) MUST have prior approval from the Parks Department superintendent before they can be placed in any New Hanover County Park. All of our parks have underground utilities that can be damaged when staking inflatables (bounce houses). Please remember that all shelters will not accommodate these items.

*5. Reservee must provide the Parks Department with a certificate of insurance when having inflatables (bounce houses), pony rides, or petting zoos. Pony rides and petting zoos will only be allowed in the equestrian ring at Hugh MacRae Park.

6. Reservee must dispose of all trash in the receptacles provided before leaving the area. Recycling cans are available at Hugh MacRae, Ogden, and Veterans Park picnic shelters. Please do not mix trash with recyclables.

7. Reservee must not use water from the park for slip and slides nor to fill dunking booths and swimming/wading pools as these items are not allowed.

8. Beer and wine must be kept underneath the shelter or within 50 feet of the shelter and not near a playground. No fortified spirits (liquor) are allowed.

9. Open fires, fireworks, and firecrackers are not allowed in the park.

*10. Pinatas are not allowed on park grounds.

I agree to abide by all of the regulations listed above. The Parks Department Director and any authorized department employee shall have the authority to eject from any recreation facility any person in violation of the rules and regulations.

Reservee's Signature Date

*Payments must be received in full before the reservation will be final.

* For after hour emergencies or on weekends, you may call the main line at (910) 798-7620 ext. 6. You may also call the following numbers depending on which section of the county you are in:

(910) 409-8350 - Central District (Hugh MacRae, Roland Grise, Hoggard)

(910) 409-8300 - Southern District (Veterans, Myrtle Grove, Snows Cut, River Road)

(910) 409-7799 - Northern District (Ogden, Castle Hayne, Parkwood, ect.)