

# Park Shelter Procedures

**The following is a list of items established to help keep our park system clean, safe, and available for your use:**

- In the event you decide not to use the shelter, please contact City Hall at least 24 hours prior to your reservation.
- **NO** glass containers are allowed in the park.
- When finished, pull liners out of the cans and tie shut. Place bags outside next to the entry doors. If bags are supplied, please replace in cans.
- Please sweep the whole facility before you leave. Please pick up debris around the outside that you may have discarded.
- Turn off lights. Make sure all doors and windows are closed.
- The City of Madelia is not responsible for items that are left behind.
- The use of the park shelter is a privilege. Violation of any of the above may limit your use of the shelters in the future.
- If you have any questions, contact City Hall during regular business hours or email us at [cityhall@cityofmadeliamn.gov](mailto:cityhall@cityofmadeliamn.gov)
- INFLATABLE PLAY EQUIPMENT: We highly discourage the use of any inflatable play equipment on city property for personal use.
  - **THEREFORE, THE CITY OF MADELIA IS NOT RESPONSIBLE OR LIABLE FOR ANY DAMAGE TO THE INFLATABLE PLAY EQUIPMENT OR INJURY TO USERS OF THE INFLATABLE APPARATUS.**

Please report any problems with the facility to City Hall (507)642-3245.