



**CITY OF BARBERTON
PARKS AND RECREATION COMMISSION
GAZEBO RENTAL
POLICY AND PROCEDURES
1/1/2026**

OVERVIEW. The Gazebo located at Lake Anna Park is available on a pre-scheduled and reserved basis for weddings, performing arts functions and other approved activities as determined by the City of Barberton’s Parks and Recreation Commission (Commission) and the City of Barberton Parks and Recreation Department. Reservations for the Gazebo are **exclusively** for the Gazebo, other park amenities are not included and may be used by members of the public during your reserved time. Reservations are available online, please visit at tinyurl.com/BarbertonParksACTIVE.

RESERVATIONS. Reservations for the Gazebo cannot be made until March 1, 2026. Reservations are provided under the following conditions:

Use.

Weddings	One (1) Hour*
Any other approved use	Two (2) Hours*

Fee.

Residents	\$70
Non-residents	\$120

The fee shall accompany the reservation request.

Additionally, upon review of the application, the Commission/ Parks and Recreation may include additional fees for security and clean up.

Electricity may be available, but will need to be requested at the time of reservation request.

Reservations for the upcoming year cannot be made prior to March 1, 2026.

Credit/Debit cards may be used for online payment but are subject to processing fees.

*The “use” includes an additional 30-minute set-up and 30-minute clean up allotted time.

Approval.

Once the reservation request is made, Barberton Parks and Recreation will either approve or deny the reservation request. If approved, you will receive confirmation and a permit will be issued. Be advised,

the reservation request must be submitted by Wednesday, one week prior to your event. Your reservation request may take up to 2 business days for approval/ denial. **Conditions.**

1. Fundraising is prohibited except those directly benefiting the City of Barberton, Barberton City Schools and/or the Barberton Community Foundation.
2. Sales are prohibited.
3. Distribution of written material is not permitted unless given prior approval by the Parks Commission. The Commission meets the 2nd Thursday of each month. Written materials for approval are due the 1st of the month prior to the Commission meeting.
4. A copy of the permit is required to be present on the date of the reservation, by the applicant. Issues that occur Monday-Friday during Parks and Recreation Department work hours, can be resolved by contacting the department at 330-861-7135. Issues that occur after 4:00 pm on weekdays or on the weekend/holidays, should be directed to the Barberton Police non-emergency number at 330-745-2181.

Cancellation or Denial of Reservations.

1. Barberton Parks and Recreation/ Parks Commission reserves the right to cancel any reservation when it determines that such cancellation is necessary for safety due to park maintenance and unforeseen circumstances. Refunds for cancellation by Barberton Parks and Recreation/ Commission will be automatically processed.
2. Refunds shall not be issued unless a written notice is received within thirty (30) days prior to the reservation date.
3. An additional \$5.00 processing fee will apply to all approved refunds; this is in addition to the credit/debit processing fee.
4. If a reservation is denied, notice will be provided via email and a full refund, excluding processing fees, shall be issued. Refunds shall be issued via check and mailed. Such refunds may take up to two (2) weeks. Refunds cannot be issued back to a credit/debit card.

Park Regulations.

1. Vehicles are prohibited in Lake Anna Park. Those violating this regulation will be assessed damages.
2. Decorations shall not be attached to the Gazebo. Additionally, birdseed, rice, artificial flower petals, or balloon releases are prohibited.
3. Alcoholic beverages are prohibited.
4. All trash shall be placed in trash receptacles. Those violating this section will be assessed a cleaning fee. The Shelters will be cleaned prior to arrival.
5. Music and/or public address systems shall be at a level as to not disturb the neighborhood.
6. Please be aware this is a public park, there may be other City events going on or patrons using the park.

7. Restrooms are not available.

8. The Gazebo and Lake Anna Park are outdoor venues. Barberton Parks and Recreation is not responsible for the weather or wildlife.

9. Weapons of any kind are prohibited.

10. Fireworks, including sparklers, are prohibited.