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Park Building Rental Frequently Asked Questions:

Q: How will I get into the rental space?

A: We provide staff at the start of every rental to unlock the gathering rooms and to setup tables and chairs. They will also make themselves available to you throughout the rental in case you have questions!

Q: Can I get into the room early to setup?

A: No, all party setup and clean up must occur during the rental time. Given the popularity of the buildings and the demand for our staff, we cannot have groups show up early or stay beyond their agreed upon rental time. Please be sure to include enough time to clean up at the end of your rental. Please do not be surprised but our staff will remind you that your rental time is coming to an end.

Q: What do I have to do before I leave?

A: At the end of the rental you will need to wipe down the tables, chairs, and kitchenette area. In addition, if there are any large messes on the floors we ask that you try to clean that up as well. Any group that leaves a big enough mess at the end of their rental may have additional cleanup charges applied. We will put away the tables and chairs after you have removed all of your belongings out of the space.

Q: Do you provide table cloths or coverings and what are the dimensions of the tables?

A: We do not provide table cloths or coverings for the tables, you will need to provide your own. Our tables are either 5ft (60in) round tables or 6ft (72in) rectangle tables.

Q: What is in the kitchenette?

A: We do not have full kitchens in the park buildings only kitchenettes. Each kitchenette has a top/bottom fridge/freezer, microwave, sink, and coffee percolator (makes 40 cups using course grounds).

Q: Do you allow alcohol in the park buildings for special occasions?

A: We do not allow alcohol, tobacco or vapor products in the park buildings or on the grounds at any time.

Q: Can I drive on the path to drop items or guests off?

A: We have a strict policy for our guests and do not allow any motorized vehicle on our paths, it is a safety issue. We do provide a cart at the Lexington Park Building to assist with transportation of items.

Q: If I do not use all of my time can I get any money back?

A: No, by reserving the space you take away the possibility of someone else potentially taking advantage of the wonderful park buildings. If you do have an emergency come up please try reaching out to Christian Swanberg at christian.swanberg@cityofroseville.com.

Q: Do I also get exclusive access to the playground or any fields?

A: When renting the park building you only get exclusive access to the gathering room spaces. The main lobby, restrooms, parking lot, and the park are all open to the public and are first come first serve.

If you have other questions please feel free to contact us!

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