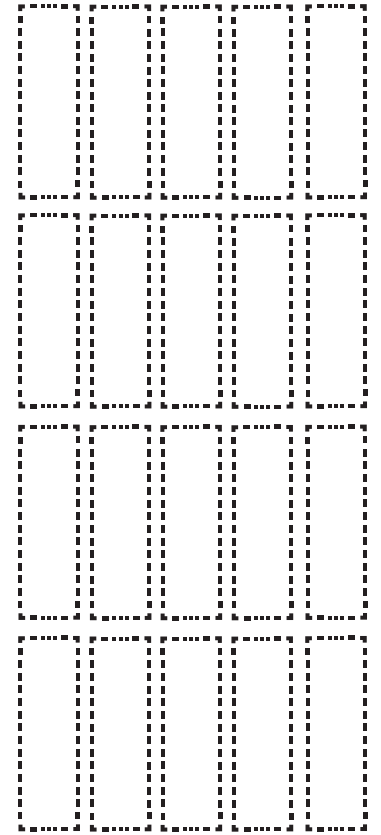
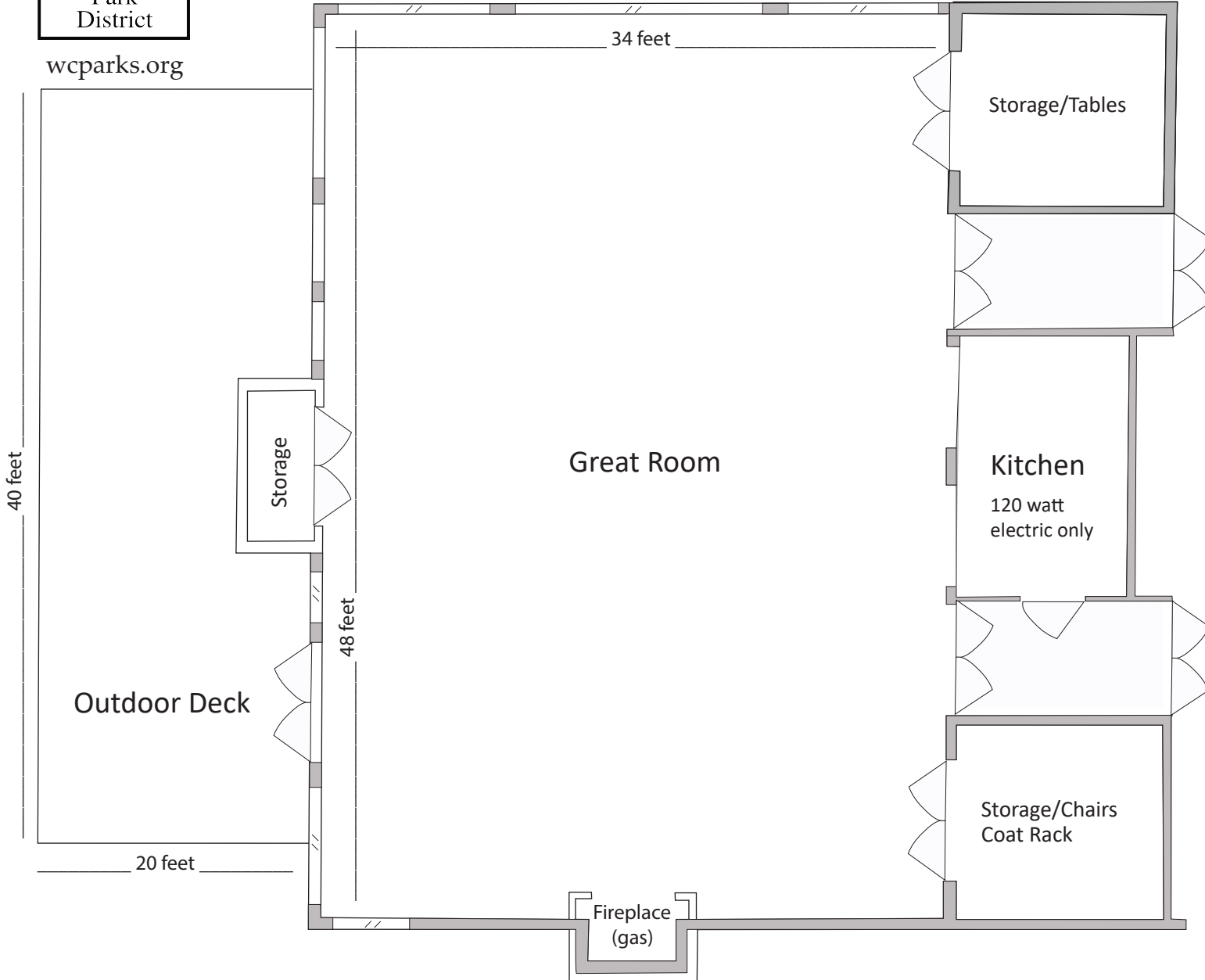




W.W. Knight Rental Floorplan

29530 White Road, Perrysburg, OH 43551

wcparks.org



Tables = 2.5' x 8'

The rectangles represent tables. Optional: Cut out and arrange to aid in event floorplan.

This area is the lobby. It is not included with rental.

— = 3.5 feet

Restrooms →

↓ Front entrance to Nature Center

W. W. Knight Hankison Great Room Rental Information

Rental Basics

- Monthly Open View: 1st Wednesday of the month, 7:00 – 8:00 pm.
- Site occupancy: 120 people
- 20 tables (8' x 2.5') and 120 green chairs are available. Four chairs fit comfortably per table side.
- There is not a bridal room.
- Reservations must be made by the 20th of the previous month (e.g., rentals for May reservations close on April 20th).
- Only one reservation is allowed per day. Extra days needed for set-up or clean-up must each be reserved individually.
- For special requests and accommodations, a Special Use Permit must be filed at least 2 weeks prior to an event.
- Holds cannot be placed. Only full payment will reserve your rental date.

Time

- Rental hours are 9:00 am – 10:00 pm.
- Must meet park officer at your designated event start time. Please be on time or it could delay the rental process.
- Building and restrooms are open to the public from 8:00 am until 30 minutes past sunset.
- Going over your time results in a \$75 fee for each ½ hour your rental goes over the agreed upon departure time.
- It is possible to purchase one hour of additional rental time for \$50 for the end of your event when you make your reservation.

Food, Drink, & Decor

- The serving kitchen has a pass-through window, microwave, two-bin sink, and refrigerator. There is not an oven, stove, or coffee maker .
- Choose your own caterers and vendors. The Wood County Park District does not make recommendations.
- **Alcohol Permit:** request must be made at least 45 days in advance, \$75 Alcohol Permit fee, \$150 refundable damage deposit (total of \$225 up front). Cannot sell alcohol at the event! Alcohol is only permitted in the great room and on the deck. Alcohol can only be stored inside the Hankison Great Room.
- Decorating: Permitted-command strips, one candle per table in a glass container. Prohibited-nails, tacks, tape, sidewalk chalk, and balloons.

Event Conclusion

- Clean-up: Bring own cleaning supplies. Only trash bags are provided. Wipe, stack, and return tables and chairs to the storage closet.
- You must meet a park officer at your designated end time (unless otherwise arranged).
- If there is no damage, your deposit will be returned in a check from the Wood County Auditor. Please note: this can take three weeks.
- You may leave a car (or more) in the parking lot with prior permission from the Park Officers.

To make a reservation and find current pricing, visit www.wcparks.org, or call (419) 353-1897.