

Sharon Woods Metro Park

Ranger cell: 614.315.5520

Spring Hollow

Maximum Capacity: 64

Maximum Parking: 37 spaces, 2 ADA

1069 W. Main St. Westerville, OH 43081

Thank you for reserving with Metro Parks! Below you will find instructions on how to access Spring Hollow, amenities, who to contact for day-of needs, and some rules pertaining to reservation. For any questions, email reservations@metroparks.net

Amenities

- **Tables and provided**
 - 16 60" 6'x30" tables || 64 chairs || 2 outdoor picnic tables
- **Wildlife observation window**
- **Sitting area with gas fireplace (turned on upon request)**
- **Screen for projector (no equipment provided)**
- **Presenter-only Wi-Fi**
- **Electrical outlets**
- **Outdoor 10'x10' wood deck**
- **Heating and cooling**
- **Restrooms**
- **Water fountain**
- **Kitchenette**
 - Sink || Top freezer Refrigerator || Microwave || coffee maker || cupboards || Serving window with counter

Directions Upon Arrival

- Please call the Sharon Woods Rangers at 614.315.5520 if it is not unlocked upon your arrival.
- Please note, you cannot access the shelter earlier than the reservation start time. **Clean up and departure must be completed no later than the stated reservation end time on your receipt.**
- For any day-of needs, please call the Rangers at 614.315.5520.
- For any questions or concerns leading up to your reservation, including a change to your estimated time of arrival, please email reservations@metroparks.net.

For the safety of your group, other park guests, and Metro Parks team members, and for the protection of park property, venues and facilities, **by reserving with Metro Parks you have agreed to follow all Metro Parks Rules & Regulations, which can be found [here](#)**, including but not limited to the following:

Alcohol Prohibited: No person shall consume or display the presence of any alcoholic beverage in any area or reservable venue at Metro Parks, **except through a permit, applied for and issued in advance, and authorized by the Metro Parks Executive Director and in accordance with the statutes of the State of Ohio.**

Cleanliness of the Shelter: *Please leave the shelter, its facilities and/or surrounding area as you found it.*

- Trash and loose litter in and around the shelter must be picked up throughout your visit.
- Place all litter in the trash receptacles provided, along with provided trash bags.
- Picnic tables should be cleared of any debris and wiped down. If tables are moved, please move them back to their original location.
- Brooms and dustpans are provided upon request.

Decorations: *Signs must be free-standing and limited to two per reservation.*

- Signs and decorations must not be attached to any structures or features including but not limited to road signs, gates, or trees.
- Decorations should be hung using non-marring tape or string. No nails, staples, tacks, duct tape, push pins, or glue allowed.
- Metro Parks does not permit confetti, egg throwing, fireworks, glitter, candles, pinatas, smoke sticks (including colored) silly string, sidewalk chalk, sparklers, water balloons, or other similar items on Metro Parks property, including any decorations that are difficult to clean up or remove, or that would impact the natural landscape. A bubble machine that would be plugged in would be permitted.

Noise: Any music or sound-producing device must not be audible more than 50 feet away, and generators are not permitted on park property.

Parking: Overnight parking is not permitted and vehicles will be towed at the owner's expense.

- Vehicles must be parked in designated parking spaces only, unless otherwise directed by Metro Parks team members.
- Parking on grass, along roadways, or in a fire lane is prohibited.
- Keep ADA ramp free and clear of any obstructions and keep handicap spaces available to guests with disabilities.

Pets: Pets are not permitted at Spring Hollow.

Cancellation and change policy:

30+ days of reservation: 90% refund
14-29 days of reservation: 25% refund
13-less than 1 day of reservation: 0% refund