

Important Dates

Group permits and Norbs Meeting Room reservations will not be issued for the following days:

New Year's Day
Winterfest
Spring Egg Hunt
Easter
Mother's Day
Memorial Day Weekend
Memorial Day
Father's Day
Independence Day
Independence Day Weekend
Michigan Marina Day
Family Fiesta
Labor Day Weekend
Labor Day
Neff Park Fall Harvest
Annual Haunted Park
Thanksgiving
Christmas Eve
Christmas
New Year's Eve

Other dates and times may be restricted due to City-sponsored events. Call the Department for availability.

Park Hours

May 1 to October 31: 6 am — 11 pm
November 1 to April 30: 8 am — 9 pm

Neff Park Office Hours

Monday to Friday: 9 am — 5 pm
Closed on holidays.



Norbs Meeting Room Rental Application

Department of Parks and Recreation
City of Grosse Pointe
17147 Maumee Ave
Grosse Pointe, MI 48230

Phone: 313-343-5257
Fax: 313-885-1183
Web: www.grossepointecity.org
Email: parks@grossepointecity.org

Group Permit Policies

- For all gatherings of 10 people or more, or for more guests beyond the permitted amount of available park passes in a household, a Group Permit Application and a guest list must be submitted to the Director at least seven days in advance. Group Permit Applications will be accepted no more than three months in advance.
- Group permits will not be issued for holidays, for holiday weekends, during city-sponsored events, and for other high-demand days as deemed by the Director.
- A maximum of 50 guests are allowed per group permit. The maximum total number of guests per day for all group permits is 150.
- Groups will be limited to the following number of tables:
 - Groups of 10 or fewer – 1 table
 - Groups of 10 to 20 – 2 tables or less
 - Groups of 20 to 30 – 3 tables or less
 - Groups of 30 to 40 – 4 tables or less
 - Groups of 40 to 50 – 5 tables or less
- Group permits will not be issued to minors. Groups of minors must be supervised by an adult.
- The host resident must be present during the entire duration of the event, as indicated on the issued group permit. The host resident will accept all responsibility for cleaning their respective area before leaving and will ensure that all guests conduct themselves in a responsible manner.
- All refuse must be placed in waste containers found in the park.
- A household is limited to 3 permits during the summer season (Memorial Day to Labor Day).
- Residents that intentionally disregard park rules may have their passes confiscated and their entry privileges revoked.

Additional rules may apply to group permits and Norbs Meeting Room rentals. A complete listing of rules are available at the Neff Park office.

Neff Park Rules

- To enter Neff Park a person must: show a valid pass that has been issued to them; or be accompanied by a resident with a valid pass; or have their name on an approved list.
- Pets are not allowed in Neff Park. Boat owners may bring a pet directly to their boat if their pet is on a leash.
- Alcohol is permitted and must be consumed responsibly.
- Picnic tables must be actively used and cannot be saved or reserved for a later time. Exceptions will be made on nights of home swim meets.
- Noise must be at a reasonable level; loud noises and music are prohibited.
- Nothing shall be driven into the ground. Large tents, unauthorized vehicles, skateboards, bicycles, roller blades, roller skates, or anything that could damage park grounds are not permitted in the park.
- Catered events must be approved in advance.
- Items such as signs and balloons shall not be attached to or placed at the park entrance, on park fences, or on park gates. Such items will be removed and disposed of accordingly.

Norbs Meeting Room Policies

- The Norbs Meeting Room will be available for rental during the following months: April, May, September, October, November.
- A Norbs Meeting Room Rental Application must be submitted to the Director at least seven days in advance. Rental requests will be accepted no more than three months in advance. Norbs Meeting Room rentals may need a group permit.
- The Norbs Meeting Room will not be reserved for holidays, for holiday weekends, during city-sponsored events, and for other high-demand days as deemed by the Director.
- Residents may reserve the Norbs Meeting Room for one of three times: 6 am to noon, noon to 5 pm, or 5 pm to close.
- City sponsored events will have priority on Norbs Meeting Room usage.
- The Norbs Meeting Room can accommodate up to 30 people.
- There is a \$25 fee to rent the Norbs Meeting Room.

Norbs Meeting Room Rental Application

\$25 Fee Paid: _____

CK #: _____

Resident Name: _____ Pass Number: _____

Address: _____ Phone: _____

Please check the "Important Dates" section of this brochure for restricted dates.

Proposed Function: _____ Total Number of People: _____

Proposed Date: _____ Proposed Time: _____

Group Permit Norbs Meeting Room Rental (select one of the following time blocks): Open — Noon Noon — 5 pm 5 pm — Close

I have read and agree to abide by the rules and policies regarding Neff Park, Group Permits, and the Norbs Meeting Room.

Resident Signature: _____ Date: _____

Director Signature: _____ Date: _____

Please return this form, along with your guest list and \$25 fee, to the Neff Park office or to City Hall at least seven days before the event.