



For a full list of rules, visit fairfaxcounty.gov/parks/picnics/rules.

- The group representative must supervise the entire event to prevent damage to park property and injuries to any party. Inadequate supervision or carelessness may result in removal from the park.
- A copy of the sales receipt/rental permit must be available during the event (a physical or digital copy).
- Vehicles must park in designated parking lots; vehicles are prohibited from parking on the grass unless otherwise directed by park staff.
- The size of the rental group may not exceed the maximum capacity of the rental space at any time.
- Decorations may be tied to a structure but may not be taped, glued, nailed, screwed, stapled or displayed in any way that may damage the surface of the structure.
- Grilling is allowed in designated areas only. Outside grills may be brought to the park but they must be placed next to existing grills. Grilling is not permitted in the parking lot or off the back of vehicles. If a reservable area doesn't have a grill, grilling is prohibited.
- Trash must be bagged and removed from the reservable area. Bagged trash should be placed in the provided receptacles, including party decorations, unless otherwise indicated in the rental notes.

Responsibilities

Life's a Picnic



Picnic Department Information



Reminders & Tips



**Fairfax County Park Authority
Picnic Department**
12055 Government Center Pkwy., Suite 105
Fairfax, Va. 22035

Office Hours: Monday - Friday, 9 a.m.-4 p.m.

FCPAPicnics@fairfaxcounty.gov
Information: (703) 324-8732
Fax: (703) 653-6672

**Please visit our website to obtain a copy
of our Picnic Permit Application.**

www.fairfaxcounty.gov/parks/picnics
www.fairfaxcounty.gov/parks/picnics/FAQs



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For accommodations, contact Inclusion and ADA
Support at (703) 324-8563. TTY (703) 803-3354

Policies

- **Shelter** reservations are not refundable due to inclement weather.
- **Amphitheater, Canopy, Futsal, Gazebo, Picnic Area, Inline Skate Rink, Volleyball** reservations may receive a refund or make-up date for inclement weather, if requested within 48 hours after the start of the rental period. Refunds will not be issued if they are requested outside of the 48 hour window.
- In the case of severe inclement weather that results in park closures, make-up dates will be subject to management approval.

Cancellation/Change Policy:

- Cancellations/changes requested more than fourteen days before the event will incur a \$25 processing fee.
- Cancellations/changes to the reservation are not allowed within 14 days of the event. Refunds will not be issued.

All requests must be submitted by email to fcpapicnics@fairfaxcounty.gov.

- FCPA does not partner with any catering or amusement rental companies. These features must be contracted independently.
- Groups may provide alternative tables and seating. Additional tables and chairs will not increase the rental area capacity.
- Groups may bring in one 10'x10' pop-up canopy to their event to provide additional shade.
- It is recommended that groups bring hand carts to transport food and drinks from the parking lot to their site. It is also recommended that groups bring extra trash bags and outdoor necessities like bug spray and sunscreen. Park Authority Staff are unable to help with set up or clean up.



- For a list of FAQs, visit fairfaxcounty.gov/parks/picnics/FAQs.
- Dogs are allowed in our parks as long as the handler is in compliance with Fairfax County leash laws and cleans up after the pet. Dogs are prohibited at Clemmyontri Park.
- Open flames are not permitted in our parks. Bonfires, torches, ceremonial flames, candles, propane space heaters, etc. are prohibited.
- Applicants are strongly encouraged to visit the park before they submit an application or host their event.
- Reservable areas are exposed to the elements year-round; groups should allow time before and after their event to clean and tidy the space. While area crews maintain the parks on a weekly basis, we cannot guarantee that the reservable area will be spotless on arrival.
- Alcohol can be permitted at some of our rental areas. Visit fairfaxcounty.gov/parks/permits for additional information.
- Outside food is permitted in all FCPA parks but prohibited in all FCPA amphitheaters. There is no fee to have your event catered, however, there is a \$50 fee to obtain a Private Food Truck Permit.

For tennis/pickleball courts, trail use, fields, fundraising, or events with a capacity larger than 500 people visit fairfaxcounty.gov/parks/permits. For the most up to date list of facilities booked by the Picnic Department visit fairfaxcounty.gov/parks/picnics.



Park Use Information

How to Make a Reservation

- Bookings can be completed online for most facilities.
- Requests for amphitheaters, courts, or event dates within 10 days, complete and submit picnic permit applications via web application, postal mail, email, fax or in person.
- Verify that the email address or fax number is accurate. Applications sent via postal mail will take at least seven days to reach the office.
- Applications must be submitted at least two business days before the requested date. The deadline for an upcoming weekend date is 4 p.m. on the Thursday prior to the requested date.
- If you submit an application and don't receive an email confirmation within 2 business days, your application was not received.
- After a payment has been processed, a sales receipt/rental permit will be sent via email. Changes made after a permit has been issued will incur processing fees.



Reservable Picnic Areas



Alexandria

- 1. Bren Mar (S)
- 2. Franconia Rec Center (C, S, V)
- 3. Jefferson Manor (S)
- 4. Martin Luther King Jr. (P)
- 5. Mount Eagle (S)
- 6. Mount Vernon Woods (S)

Annandale

- 7. Annandale (S)
- 8. Eakin Community (S, V)
- 9. Eileen Garnett Civic Space (P)
- 10. Mason District (A, P, S)
- 11. Ossian Hall (A)
- 12. Spring Lane (F)

Chantilly

- 13. Ellanor C. Lawrence (A, S)
- 14. Sully Historic Site (P)

Clifton

- 15. Braddock (S)

Fairfax

- 16. Eakin Mantua (S)
- 17. Patriot Park North (S)

Fairfax Station

- 18. Burke Lake (A, P, S, V)

Falls Church

- 19. Crossroads Interim (P)
- 20. Hogge (S)
- 21. Olney (S)
- 22. Roundtree (S)
- 23. Ruckstuhl (S)
- 24. Tysons Pimmit (S)

Great Falls

- 25. Colvin Run Mill (P)
- 26. Great Falls Grange (S)
- 27. Riverbend (S)
- 28. Turner Farm (S)

Herndon

- 29. Arrowbrook (S)
- 30. Frying Pan (C, S)
- 31. Sully Highlands (S)

Lorton

- 32. Laurel Hill Central Green (S)
- 33. Levelle Dupell (S)

McLean

- 34. Clemjontri (C, S)
- 35. McLean Central (A, G)

Reston

- 36. Lake Fairfax (C, I, P, S)
- 37. Stratton Woods (F, V)
- 38. Stuart Road (S)

Springfield

- 39. Brookfield (S)
- 40. Lake Accotink (C, P, S, V)
- 41. Lewis High (P)
- 42. Springfield Overlook (P)

Vienna

- 43. Dunn Loring (S)
- 44. Nottoway (P, S, V)

Facility types indicated by site
(A) Amphitheater (C) Canopy (F) Futsal Court (G) Gazebo (I) Inline Skate Rink (P) Picnic Area (S) Shelter (V) Volleyball Court

For a current list of our reservable areas, please visit www.fairfaxcounty.gov/parks/picnics

