



# Facility Rental Agreement

## Event Information

Date Requested: \_\_\_\_\_ Start time: \_\_\_\_\_ End time (out of facility): \_\_\_\_\_

**\*\* Culver Park facility rentals can ONLY take place between the hours of 10 am-7 pm - no exceptions**

Purpose of event: \_\_\_\_\_ Expected number of guests: \_\_\_\_\_

### Circle Facility:

Second Floor - Beach Lodge

West Pavilion

East Pavilion

Gazebo

Outdoor Damore Amphitheater

Other pertinent information and/or requests: \_\_\_\_\_

## Contact Information

Renter/Organization name: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip: \_\_\_\_\_

## Terms and Conditions

By signing the facility rental agreement you are acknowledge the following

- Read and understand the 'facility rental information' document
- The rented facility must be returned to the condition in which it was found. Please clean-up any spills on table surfaces and/or the ground/floors, return all picnic tables to their original locations. Should the facility not be returned to its original condition the park reserved the right to not rent any facility to the same individual/group.
- Abide by the park rules as posted including no littering, smoking or alcohol.
- Each person swimming wears their wristband unless they are ages three and under.
- The park is not responsible for items lost or stolen.
- All rentals can only take place between the hours of 10 am-7 pm.

Renter's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Facility Rental Information

Facility	Amenities	Capacity	Rental Fee * tax included
West Pavilion	<ul style="list-style-type: none"> <li>Electricity</li> <li>Picnic tables</li> <li>View overlooking the lake</li> </ul>	Open air structure 6-8 picnic tables	Beach Season: \$128.40 Non-beach season: \$80.25
East Pavilion	<ul style="list-style-type: none"> <li>Electricity</li> <li>Picnic tables</li> <li>Close to public beach/courtesy pier</li> </ul>	Open air structure 6-8 picnic tables	Beach Season: \$128.40 Non-beach Season: \$80.25
Gazebo	<ul style="list-style-type: none"> <li>Electricity</li> <li>Benches</li> <li>View overlooking the lake</li> </ul>	Open air structure 30 people Available for weddings	Beach Season: \$128.40 Non-beach Season: \$80.25
Second Floor Beach Lodge	<ul style="list-style-type: none"> <li>Electricity/HVAC</li> <li>Folding tables/chairs</li> <li>Kitchen: <b>no stove</b>, countertop space, serving counter, fridge, sink</li> <li>Indoor restrooms</li> <li>View overlooking the lake</li> <li>Indoor balcony (includes HVAC)</li> </ul>	80 people Main space (50) Indoor balcony space (30) 8-10 six ft rectangle tables 2 two ft. square tables 60 chairs	Beach season: \$155.15 Non-beach season: \$107.00
Damore Outdoor Amphitheater	<ul style="list-style-type: none"> <li>Electricity</li> <li>View overlooking the lake</li> <li>New facility (2018)</li> </ul>	Open air structure 200 people Available for weddings	Beach season: \$155.15 Non-beach season: \$107.00

**Beach Season: Last week of May through first week of August**

**Non-Beach Season: Second week of August through third week in May**

### Beach admission during summer season

- The beach is staffed with lifeguards and concessions Memorial Day weekend through mid-August - beach season dates
- The fees for the beach season include complimentary swim passes which are to be collected by the rental group.
- Rentals include complimentary beach admission for only 30 people.

### Key information

- Parking in the park parking lot is first come, first serve.
- Vehicles may not pull up next to the pavilions/gazebo - we suggest a wagon and/or cooler to transport items.
- Grills, picnic tables (outside of the facility structure) and benches are first come, first serve.
- No picnic tables are to be dragged underneath the gazebo and amphitheater - may bring your own folding tables.
- There is to be no tape, staples, tacks, nails or any other objects put on the structures.
- All decorations must be cleaned up and removed once the event has concluded
- The gazebo, pavilion, and amphitheater rentals do not include restrooms in the beach lodge. Beach Lodge restrooms are available during beach season. Port-O-Johns are available at any time on the west side of the park.
- The park and beach area remain open to the public during all rentals (including amphitheater rentals). In order to avoid disturbances during rental, we suggest a rental time between 8 am - 1 pm.
- Reservations will not be refunded within a week's notice before rental date stated on the facility rental agreement.

### Scheduling

- The second floor beach lodge is not available for rent during the time that classes, Indoor Culver Farmer's Market dates, and public activities are scheduled.
- Rental are ONLY available between 10 am-7 pm.**

Renter's Signature: \_\_\_\_\_

Date: \_\_\_\_\_