

PAVILION RENTAL FORM

Contact Name: _____

Phone #: _____ Secondary Phone #: _____

Complete Address: _____

Affiliated Organization: _____

Contact in charge on day of event: _____

Contact Cell #: _____

Date of Event: _____ Expected Attendance: _____

Select time frame: ☐ 10AM – 2PM ☐ 12PM – 4PM ☐ 3PM – 7PM (May 1 – July 31 only)

Park Facilities to be Used: ☐ Soroptimist (Front Pavilion) ☐ Soroptimist (Back Pavilion)

Description of Event: _____

Bounce Houses – Must be used by a generator and the following information must be completed:

Entertainment Company: _____

Contact: _____ Phone #: _____

Address: _____ City: _____ Zip: _____

Pavilion Rental Rate:

Payment in the form of **cash or check only** must be made in full when submitting the park rental form. *In the event of bad weather or emergency, the renter can reschedule within a two-month time frame, but payments are nonrefundable.*

Soroptimist Front Pavilion - **\$50 per day**

Soroptimist Back Pavilion - **\$40 per day**

RULES & REGULATIONS FOR PAVILION RENTALS

1. Event must begin and end by the selected time frame on the rental form.
2. No camping/overnight stay, including parking, is allowed.
3. Trash, food waste, and all other rubbish must be disposed of in provided receptacles.
4. Music, etc. is permitted but must not be loud enough to be heard outside of the immediate vicinity and must not contain any vulgar and/or explicit language. **Bands, DJ's, etc. are not permitted.**
5. The preparation of food **for sale** to the general public (i.e. chicken BBQs, meal platters, etc.) is strictly prohibited on city property. *Food trucks require special approval & must be self-powered.*
6. Pets must be leashed at all times and pet owners must pick up after their pets at all times.
7. Renters are permitted to use the light duty 110v electric outlet (in the Front Pavilion). However, the outlet will not power electric-intense items such as bounce houses, large sound systems, etc. If overload occurs, the rental will be held responsible for any costs incurred to reset the breaker. *Generators may be used only with prior approval.*
8. Alcoholic beverages and/or illegal substances are prohibited on city property.
9. Fencing is not to be tampered with for any reason other than access for emergency vehicles. Parking is only allowed in designated areas.
10. Distribution of any educational or religious materials is restricted to event attendees only.

Park Facilities will be rented on a first come, first served basis. For rentals requested within fourteen (14) days of the event date, all efforts will be made to grant approval. However, there is no guarantee that facilities will be available or that approval will be granted. Applications with missing information may not be approved.

By signing this document, you acknowledge that you have read and agreed to the rules and regulations as outlined. If a violation of this agreement occurs, the City reserves the right to shut down the event and no refunds will be issued.

Renter Signature:_____

Date:_____

Parks & Rec Approval:_____

Date:_____

If you need help the day of your event, please contact one of the following numbers:

Seaford Parks and Recreation – (302) 362-9525 – please leave a voicemail if there is no answer

Seaford Police Department – (302) 629-6645 – for emergencies, please dial 9-1-1
