

Pavilion Usage Fees

Hourly Rate	\$150.00 First Hour \$125.00 Each additional hour
5 Hours	\$600.00 \$100.00 Each additional hour
10 Hours	\$900.00 \$75.00 Each additional hour

Rates include table and chairs set-up by Town personnel. Desired set-up outline must be submitted by applicant at least ten (10) days prior to event date, breakdown of tables and facility cleanup. The rates include an on-site Facility Manager in case of emergencies or assistance.

It will be the responsibility of the user to clear tables of all food and decorations, remove decorations from walls and other areas of the facility, dispose of all trash into trash receptacles located in the pavilion.

A minimum \$100.00 deposit is required in advance. Partial kitchen use requires a \$200.00 deposit and full kitchen use requires \$250.00 deposit. The deposit will be returned upon inspection of the facility for damage. Failure to return facility to original condition after usage will result in forfeiture of deposit.

Prospective applicants can be penciled in for requested date for seven (7) days from the date of initial inquiry. Reservations are taken on a first-come, first-serve basis. Application and deposit must be received before the seven day hold time expires. The total usage fee must be paid at least thirty (30) calendar days prior to reserved event dates. The applicant must be approved by the Town Manager.