



Parks and Recreation Department
***Fees are subject to 5.8% sales tax**

<u>Community Center</u>	<u>Resident</u>	<u>Non-Resident</u>
Ballroom (3-hour minimum)	\$397.00	\$496.00
Each Additional Hour	\$130.00	\$160.00
Clean-up Deposit (Refundable)	\$500.00	\$500.00
Attendant Fee (Extended Hours)	\$60.00 (for 2 attendants)	\$60.00 (for 2 attendants)
Coconut or Palm Room	\$25.00 per hr.	\$31.00 per hr.
Coconut/Palm Combined	\$42.00 per hr.	\$53.00 per hr.
Mango Room (Tamarac Park)	\$42.00 per hr.	\$53.00 per hr.
Clean-up Deposit	\$150.00	\$150.00

Facility Seating Capacity

Theater Style-Chairs Only, Set up in rows
 Classroom Style-6-foot tables set up with chairs
 Banquet Style-60" round tables with chairs

Coconut Room	Theater 50	Classroom 35	Banquet 40
Palm Room	Theater 50	Classroom 35	Banquet 40
Coconut/Palm	Theater 100	Classroom 70	Banquet 80
Ballroom	Theater 250	Classroom 200	Banquet 230
Meeting Room 1/2	Theater 40	Classroom 30	Banquet N/A

Community Center/ Tamarac Park Gymnasium

	<u>Resident</u>	<u>Non-Resident</u>
Sporting Event	\$53.00 hr.	\$66.00 hr.
Non-Sporting Event	\$397.00/3hrs	\$496.00/3hrs
Floor covers	\$225.00 per use	\$340.00 per use
Additional hours	\$125.00 hr.	\$150.00 hr.
Cleanup deposit (refundable)	\$300.00	\$300.00
Attendant Fee	\$60.00 hr. (for 2 attendants)	\$60.00 hr. (for 2 attendants)

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Facility Use Request

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1. When taking a registration, the facility request for reservation form must be filled out.
2. If the room is available the reservation will be penciled in the book, the contract and fees will be due in 3 days. If the contract and fees are not received in 3 days, the reservation will be dropped.
3. The deposit is due within one month of the rental date.
4. Reservation will not be taken more than 1 year in advance.

Date: _____ **Name of Organization:** _____

Contact Person: _____

Phone: (day) _____ **(evening)** _____

Address: _____

Facility Requested: _____

Type of Event: _____

Date of Event: _____ **Time:** _____

(Include set-up and clean-up time)

Number of Participants Expected: _____

Food or Beverage served: _____

Equipment Requested: _____

62" Round Tables; seat max.10#: _____

6ft. Banquet Tables, seat max. 6, #:

Chairs #:

Other: _____

Requester signature

Date

******The contract and rental fees are due within 3 days of reserving the facility.***

The deposit is due one month prior to the rental date.