

THOUSAND ISLAND PARK CORPORATION

PAVILION RENTALS - INFORMATION SHEET

The TI Park Pavilion can be rented by owners (and renters if sponsored by an owner) for private social events such as weddings and parties. Please contact the T I Park Office to check availability.

The upper level can accommodate a maximum of 100 people; the lower level holds a maximum of 75 people. You may rent the upper level, lower level or both levels.

Please note that the upper level of the Pavilion must remain open to the public. So, if you choose to rent the upper level for a private social event, your event will be open to the public.

TO RENT THE PAVILION, THE FOLLOWING ARE REQUIRED:

- ▶ A Reservation Form must be completed and submitted to the TIP Corporation Office. Forms are available online at tiparkcorp.com.
- ▶ A rental fee of \$50 per hour with a minimum of \$100 for each level rented must be paid at the time a reservation is made. All guests must vacate the Pavilion no later than 11:00 pm on the night of the planned event. There is no charge for set-up or clean-up time.
- ▶ A Security Deposit equal to the total amount of the rental fee charged must be submitted 30-days prior to the planned event. This deposit will be returned once clean-up is completed, an inspection conducted, and no damage is found. Please note that cleanup includes emptying all trash and recycling bins, returning any tables and chairs used to the Pavilion storage room, and leaving the facility in the same condition in which it was found.
- ▶ A T I Park Corporation "Hold Harmless" Agreement must be signed, notarized, and submitted.
- ▶ A certificate of liability insurance must be provided with a minimum of \$1,000,000 limit for general or personal liability. The certificate must specify "The event is being held at the T.I. Park Pavilion 17204 Coast Ave West, Thousand Island Park on (Date) ." Thousand Island Park Corporation must be listed as additional insured. A minimum of \$1,000,000 limit liquor legal liability must be provided if you are looking to serve alcohol during the event. No alcohol may be sold during the event.

For more details, please visit www.tiparkcorp.com.

